

MTREF
2011/2012
2012/2013
2013/2014

CAPE WINELANDS DISTRICT
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

VISION - Growing, Sharing, Delivering and Innovating Together

MISSION - The Cape Winelands District Municipality, in partnership with its citizens and stakeholders, commit themselves to inclusive, informed and responsible governance where sustainable service delivery and development create opportunities for all

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Quality Certificate

I, Mike Mgajo Municipal Manager of Cape Winelands District Municipality, hereby certify that the annual budget and supporting documentation have been prepared in accordance with the Municipal Finance Management Act and regulations made under the Act, and that the annual budget and supporting documents are consistent with the Integrated Development Plan of the municipality.

Print Name MICHAEL MGAJO

Municipal manager of **Cape Winelands District Municipality DC2**

Signature _____

Date 18/04/2011



2011 State of the District Address by the Executive Mayor, Badih Chaaban

MAY 2011

Madam Speaker

Members of the Mayoral Committee

Fellow Councillors

The Municipal Manager

Officials of the Council

Leaders of the political parties

Veterans of our struggle

Media

Distinguished guests

Fellow citizens

Leaders of faith and leaders of communities

Youth, Women, Business and Labour

People of the Cape Winelands District Municipality

Friends and Comrades

1. INTRODUCTION

Honourable Madam Speaker, it is with great honour and privilege for me to present Cape Winelands District Municipality's Medium Term Revenue Expenditure Framework for 2011 – 2014.

A municipal Council has to fulfil its mandate on service delivery in a fair and transparent manner. Therefore the Integrated Development Plan and Budget are the most significant tools through which such fulfilment is realised; and it stands

to reason that our communities stand central in the processes of developing our IDP and Budget. For that reason the Cape Winelands District Municipality has taken special care to not only complied with the Municipal Systems Act that requires all municipalities to draw up a singular, inclusive and strategic development plan. We have created the space for communities and stakeholders to participate in the formulation of the IDP, Budget, Key Performance Indicators and Targets. To this end a total of 12 capacity building workshops had been held with stakeholders to assist them in participating more meaningfully in IDP and budgeting processes. An additional 11 consultative meetings were held with stakeholders across the district to ensure that community needs have been adequately considered in the drawing up of the budget and IDP. Thank you to the hundreds of people of Cape Winelands who made the effort to attend our very fruitful engagements and to the many organisations who made written submissions to our Council. We rely on your continued support and commitment to successfully implement our new IDP and Budget.

The Cape Winelands District Municipality reached yet another milestone in our IDP , as we achieved a score of 2,8 out of 3 for service delivery in the Provincial Government's Annual Municipal Performance Report for the 2008/09 period. We are inspired by the strides we are making despite serious challenges such as the global economic meltdown, electricity hike, fuel increases, and job losses.

The Cape Winelands District Municipality has learnt with great joy and excitement with the outcomes of this report that was completed after a comprehensive data collection exercise involving municipalities in the Western Cape, Provincial Treasury and the Western Cape Provincial Departments, published on the 8th December 2010 in the Province of Western Cape: Provincial Gazette 6817.

The said report has placed the Cape Winelands District Municipality's overall performance on average above all other municipalities in the Western Cape Province. Key Performance indicators that were assessed included;

(i) Credibility of Municipal Integrated Planning (rating: 3),
(ii) Municipal Transformation and Institutional Development (rating: 2,4),
(iii) Municipal financial viability and management (rating: 2,6)
(iv) Basic Service Delivery (rating: 3), and
(v) Good Governance and Public Participation (rating: 3).

The Cape Winelands District Municipality continues to celebrate its achievements, as for the past eight (8) Financial Years Cape Winelands District Municipality has been receiving unqualified reports from the office of the Auditor General, including the year ended 30 June 2010.

These reports indeed placed the Cape Winelands District Municipality, amongst the best, especially as it relates to municipal management and leadership committed to innovation, creativity and legislative compliance in the quest to better the lives of the citizens of the district.

We cannot for a moment afford to loose sight of the bigger picture and fail in carrying out the mandate; ***working together we can do more***.

President Jacob Zuma said in his 2011 State Of The Nation Address:

"I declare 2011 a year of job creation through meaningful economic transformation and inclusive growth, 'decent work', at the centre of economic policies."

The message was very strong on job creation initiatives including a R9 billion jobs fund over the next three years.

All government departments, including national, provincial and local government departments and state owned enterprises are to drive the process of job creation.

Research indicates that jobs need to be created in six priority areas; including Infrastructure development, Agriculture, Mining and Beneficiation, Manufacturing, the Green Economy and tourism.

The President also said that: "...government cannot create these jobs alone, but have to work with business, labour and the community constituencies."

I am pleased to say that we have indeed done much to implement the commitments we made to our communities in 2010/2011. However, it is obvious that we still have outstanding work to do in this regard since we are now fast approaching the end of our term of office.

We committed ourselves working with all to:

- Further accelerate our economic growth development:
- Speed up the process of building infrastructure needed to achieve our economic goals:
- Improve the effectiveness of our interventions directed at poverty eradication:
- Enhance the impact of our program targeting the critically important area of education and training.
- To improve the health profile of the nation as a whole;
- To intensify the housing program.
- To improve safety and security of all citizens and communities.

Output 1: Implement a differentiated approach to municipal financing, planning and support
Output 2: Improving access to basic services.
Output 3: Implementation of the Community Work Programme
Output 4: Actions supportive of the human settlement outcome
Output 5: Deepen democracy through a refined Ward Committee model
Output 6: Administrative and financial capability
Output 7: Single window of coordination

YOUTH AFFAIRS

In respect of Youth Development we will continue with rendering comprehensive youth advisory and development service in association with the registered NGO's.

A substantial amount has been budgeted for this financial year for youth activities. At the same time we will undertake major projects whereby our unemployed youth will be meaningfully accommodated in Expanded Public Works Programmes for skills transfer which will benefit our young people a lot. As a municipality, we are committed in assisting our youth but they must use every spare moment they now have to grab every available opportunity.

Remember, the more you utilize your opportunities, the greater the reward that can be reaped in the form of success.

2. REVENUE AND EXPENDITURE PROJECTIONS FOR THE NEXT FINANCIAL YEAR

The challenge for the Municipality is to do more with its existing resource envelope. The credible budget has been achieved by means of adopting a conservative approach in projecting expected revenues and cash receipts.
The Municipality is in a sound financial position, consequently did not have to make external loans to finance the key projects.

2.1 SUMMARY OF THE BUDGET

2.1.1 Total ***income*** for the 2011/2012 financial year comprises of the following:

INCOME SOURCE	**AMOUNT**
Operating	
Government Grants and Subsidies	R 318,506,700
Other Income	R 28,480,000
Accumulated Surplus	R 49,074,019

Capital	
Capital Replacement Reserve	R 13,295,696
Government Grants	R 1,659,556
TOTAL BUDGET	**R 411,015,971**

(i) The percentage growth in the RSC Replacement Grant is as follows:

2011/2012	2012/2013	2013/2014
3%	3%	3%

(ii) Property Rates will not be raised by Council after the 2011 municipal elections, due to the transfer of the DMA to the applicable Local Municipalities.

2.1.2 The total ***expenditure*** for the medium term is summarised as follows:

	2011/2012	2012/2013	2013/2014	TOTAL
Operating	R 297,980,619	R 314,044,502	R 333,738,457	**R 945,763,578**
Projects	R 98,080,100	R 109,138,100	R 106,839,450	**R 314,057,650**
Capital	R 14,955,252	R 31,977,783	R 38,328,460	**R 85,261,495**
TOTAL	**R 411,015,971**	**R 455,160,385**	**R 478,906,367**	**R 1,345,082,723**

2.1.3 Summary of the ***operation budget*** per strategic objective:

STRATEGIC OBJECTIVE	BUDGET 2011/2012	BUDGET 2012/2013	BUDGET 2013/2014
Regional Development and Planning	R 41,811,127	R 39,484,440	R 41,987,820
Engineering and Infrastructure	R 143,181,970	R 172,885,590	R 176,322,607
Community and Developmental Services	R 93,284,643	R 94,678,766	R 100,683,240
Rural and Social Development	R 23,497,150	R 21,783,130	R 23,209,620
Corporate Services	R 65,442,268	R 65,951,323	R 68,779,553
Office of the Municipal Manager	R 10,225,642	R 10,550,473	R 11,098,387
Financial Services	R 18,637,919	R 19,248,880	R 18,496,680
	R 396,080,719	**R 424,582,602**	**R 440,577,907**

3. DEPARTMENT REGIONAL DEVELOPMENT AND PLANNING SERVICES

An amount of R22 280 000, 00 million has been appropriated for 2011/2012 financial year within the Department Regional Development and Planning Services for the implementation of projects and programmes.

During the 2011/2012 financial year the following key projects and programmes will be implemented within the department :

EXPANDED PUBLIC WORKS PROGRAMME INVASIVE ALIEN VEGETATION MANAGEMENT – R3,27 MILLION

The programme, underpinned by the Expanded Public Works Programme in particular the Environmental Sector, aims to draw significant opportunities for unemployed women, youth and disabled persons to continue work in clearing of invasive alien plants and environmental rehabilitation on a labour-intensive basis across the district.

Programme targets have been estimated at clearing 820 hectares of invasive alien plants, skills transfer and training for 200 contractors and creating 200 Full Time Equivalents (FTE's) where beneficiaries will work for 230 days continually within a project. Total employment for the year is envisaged at 14,400 person days.

Training will include workshops and courses in plant identification, chainsaw operations, herbicide application, first aid and safety.

ENVIRONMENTAL MANAGEMENT FRAMEWORK (EMF) – R540 000,00

The compilation of an Environmental Management Framework (EMF) for the Cape Winelands District Municipality, specifically for the area of Witzenberg, Breede Valley and Langeberg Local Municipal areas, forms part of strategic planning to inform future land-use management and guidance within the landscape. The objective of the EMF is to guide decision-making processes in terms of future land-use development proposals, as underpinned by relevant legislation.

ENVIRONMENTAL EDUCATION, AWARENESS AND TRAINING – R1 MILLION

The programme has been developed to enhance environmental awareness and education across the district, in particular focusing on schools and community-based youth environmental groups.

The programme has an annual cost of R1 million and will provide for 20 youth environmental camps and the hosting of an Environmental Conference and Expo.

It is envisaged that training opportunities will reach out to 1400 youth, focused on core themes including biodiversity conservation, ecosystems functioning, river health programme, climate change and renewable energy, as well as cross-cutting themes of natural disasters (floods and fire) and other social issues relating to leadership, life skills and cultural diversity.

THE CAPE WINELANDS BIOSPHERE RESERVE – R200 000,00

During the 2011/2012 financial year Directorate Planning Services will develop a Management Plan for the Cape Winelands Biosphere Reserve that would set out actions to achieve the following key areas of intervention;

- Communications and Integrated Information systems.
- Zonation analysis and review
- Research Programmes and Ecosystems Approaches
- Knowledge Exchange between Biospheres.
- Climate Change mitigation.
- Finance Mechanisms (for projects) within the Cape Winelands Biosphere Reserve.

DISTRICT SPATIAL DEVELOPMENT FRAMEWORK - R200 000,00

Within the 2011/2012 financial year, the Directorate Planning Services will develop a Scoping Report to asses the practicality of developing a Land Use Management System by using Information Technology that are based on indicators, data (e.g. Municipal decisions) to monitor, track and measure the implementation of the Cape Winelands District Municipal Spatial Development Framework.

FREEDOM RUN – R500 000,00

This project is the brainchild of the Cape Winelands District Municipality and is honoring the legacy of one of the greatest World Icons and Statesman, the first democratically elected President of the Republic of South Africa, Honorable, Dr. Nelson Rolihlahla Mandela. This financial year this event will be in its third year

running since its inception. This event comprises of 4 races, namely 27km, 10km, and 10km wheelchair race as well as a 5km fun runs. The event is held at Drakenstein Correctional Centre where the former President spent the last 18 months of his imprisonment and where most of the negotiations between the African National Congress and the National Party took place. About 7000 athletes took part in this year event.

Schools Tourism Awareness Programme – R400 000,00

The Cape Winelands District Municipality is playing a lead role in driving transformation within the tourism sector in the district. One hundred and twenty schools (40 primary – and 80 secondary) including 25 FET schools in the region participate in the district's tourism awareness programme where tourism is introduced as a career opportunity.

Tourism Business Training (Community Training) – R300 000,00

This programme aims to support emerging tourism entrepreneurs in the Cape Winelands by building their capacity in effectively and profitably managing their own businesses in the (direct or indirect) tourism industry. Tourism Helpdesk Agents were appointed to recruit entrepreneurs and run Tourism Outreach programmes, Awareness sessions etc. in our region. Through the appointment of these THD'S, Cape Winelands have managed to assist quite a number of entrepreneurs wanting to start their own tourism businesses.

Tourism Training – R250 000,00

In order for our tourism businesses to become sustainable and profitable we need to provide them with as much training specific to their businesses as possible. Through our Tourism Help Desk Agents we have compiled quite a comprehensive list of training courses required. Training courses such as Culinary training, Wine Courses, Computer training and Events Management Training were identified and will be introduced to our small businesses.

LTA Projects – R150 000,00

This programme aims to support the development and promotion of tourism in the Cape Winelands by building the capacity of previously disadvantaged Individual's in the different communities in the Cape Winelands Region, through the Local Tourism Associations, i.e. the training of petrol attendants, cellar personnel, waiters, tourism front desk personnel.

WORKING FOR WATER – R11 million

Currently three (3) working for water project are currently implemented by the CAPE WINELANDS DISTRICT MUNICIPALITY.

- Asbos TCTA;
- Asbos DWA; and
- Berg River projects.

For the 2011/2012 financial year, 300 sustainable jobs will be created and 300 contracts will be completed.

Operations will be undertaken on High Altitude areas, Specialised Arbor clearing will also take place in the Riparion Zones of the Berg river, as well as the Franschhoek River. A river Restoration project at Hermon is also planned for the new financial year.

ENTREPRENEURIAL SEED FUND PROGRAMME – R1,8 million

The Entrepreneurial Seed Fund Programme provides direct support to SMMEs within the district that requires assistance in order to establish them and/or grow in the form of a grant-in-kind. One of the youth SMMEs, Dwain Maralack (23 years old) from Paarl was a runner-up for the Absa Wecbof Entrepreneur of the Year Competition. The project will support **120 SMMEs** in the new financial year.

SMALL BUSINESS SUPPORT PROGRAMME – R1,0 million

The Cape Winelands Business Support Programme will provide mentorship and financial training to the 120 SMMEs that are on the 2011/2012 Entrepreneurial Seed Fund programme.

TRADE EXPO'S – R700 000,00

The Cape Winelands District will be participating in various Trade shows and providing a marketing platform for SMMEs in the District. We will participating in SAITEX, South Africa's premier trade show, the Global Expo, Botswana's

premier trade show, the World SMEs Expo to be held in New Zealand, the Cape Town Small Business week as well as our own Cape Winelands Tourism and Trade show held annually at the Paarl Mall. An amount of R700 000 has been budgeted for Trade expo's.

4. COMMUNITY AND DEVELOPMENTAL SERVICES

4.1 Fire Services

The Fire Services conducted a Fire and Life Safety education program at primary schools to educate learners about the dangers of starting fires and how to reduce the occurrence of nuisance and malicious fires; and how to react during a fire incident.

Furthermore, in order to reduce and prevent fires occurring in informal settlements the Fire Services directorate commenced with a program to skill residents in basic first aid and fire fighting in the current financial year. An amount of R 318 000 has been allocated to continue with this program in the 2011/ 2012 financial year.

As part of our ongoing commitment towards felt, mountain and chemical fire fighting services, an amount of R5 660 000 has been provided for the aerial fire fighting support, ground crews and for making of fire breaks with the support of other stakeholders such as Cape Nature and MTO. The latter aspect of fire fighting services is a crucial preventive and mitigating measure to an effective fire management strategy, particularly as the district often experiences busy fire seasons, the recent past season having been the busiest in many years.

4.2 Municipal Health Services

The Municipal Health Services Directorate has in addition to the legislated functions of the directorate, been undertaking various projects that are aimed at educating about and improving of the environment, health, hygiene and livelihoods of Cape Winelands District's communities. Furthermore, these

projects have contributed positively to the efforts of addressing the plight of poverty by creating more than one thousand jobs in 2010/2011. The projects implemented include amongst others: Improvement of Water and Sanitation in farm dwellers houses and “hot spot” areas within informal and formal settlements; Clean-up campaign; Greening; Support to Informal Meat Traders of Mbekweni; Live Puppet Theatre shows for pre-school learners; Waste Minimization at schools; Co-funding of Waste Management and Recycling programmes within Langeberg, Witzenberg and Drakenstein local municipalities; and Biological Rodent Control.

As part of the CWDM’s achievements and the recognition for the Municipal Health Services Directorate’s initiatives, the Project Manager of the Health and Hygiene Improvement Project in the Informal Meat Sale Industry of Mbekweni, was awarded the National Alfred Nzo Award in November 2010 for contributing to the improvement of environmental health conditions in this industry. Due to the success of this project initiative, the project will be rolled over to support the Meat Traders of Kayamandi in the 2011/2012 and other municipal areas moving forward.

This Directorate will therefore continue to implement projects that will assist to reduce the impact of degradation of the environment and the fight against poverty in our communities with an amount of R 6 573 000 that has been allocated for the implementation of its projects for the 2011/2012 financial year and future financial years.

4.3 Disaster Management

Over and above the funds allocated for the Disaster Management Section’s operational expenditure to address important issues pertaining to disaster management functions such as community awareness and training; and capacitating personnel, political decision-makers, volunteers and organisations within the district, a total amount of R 1 150 000 has been appropriated for the

projects to be implemented by this Section. As part of enhancing community safety initiatives against criminal activities occurring within our communities, an amount of R 500 000 has been allocated in order to render financial support to Community Policing Forums, Neighbourhood Watches and support groups. In accordance with submitted projects, some temporary jobs will be created, especially over festive seasons where volunteers are paid a fair stipend for their services to safeguard communities.

Other projects to be implemented by this Section will be a continuation of a Simulation Exercise Project, which was launched in Tulbagh on 1 April 2011; and the Population Migration and Coordination Strategy Projects which have been allocated R 500 000 and R 150 000, respectively. These projects are aimed at enhancing institutional capacity amongst all disaster management role-players at the three levels of government operating within the CWDM to respond to disasters of severe magnitude similar to what we have recently seen in other parts of the world; and to manage social conflict and xenophobic-related ramifications stemming from population migration into our district. It is envisaged that other role-players like local municipalities, provincial and national departments will be able to contribute financially in the third and final phases of the Simulation Exercise project during the 2012/2013 financial year.

5. ENGINEERING & INFRASTRUCTURE SERVICES

5.1 Housing

The purpose of the housing section is to facilitate access to housing opportunities to farm worker families and rural dwellers. Regarding this, three projects at Hermon, Groot Drakenstein (Meerlust) and Nieuwedrift are in various phases ranging from planning to implementation.

Achievements of the previous year and the funds that have been provided for in the 2011/2012 budget for the different projects are as follows:

- **Hermon**

  Achievements during the year included the handing over of 85 title deeds to beneficiaries at Hermon. The restoration and upgrade of the heritage houses also commenced at Hermon and is set for completion in the 2011/2012 financial year. R1.7 million has been allowed for the completion of these heritage houses.

- **Nieuwedrift Agri Village**

  At Nieuwedrift in Northern Paarl, the environmental impact assessment as well as heritage impact assessments have been completed and are currently awaiting a record of decision from the relevant approvals authorities. R800 000 has been allowed for the completion of planning and the design of the development with implementation set for 2012/2013, pending obtaining all the necessary statutory approvals.

- **Groot Drakenstein Agri Village (Meerlust)**

  At Meerlust, the South African Heritage Resources Agency issued a positive record of decision for the first phase heritage impact assessment with more detail design and planning for the phase two study set for the new financial year. R1 million has been set aside to complete the planning for the development with implementation set for 2012/2013.

5.2 Public Transport Planning And Regulation

The mandate for the Public Transport function is formulated in the National Land Transport Act, Act 5/2009.

The Vision and Mission statements of the Sub-Directorate Public Transport Planning and Regulation are derivatives of the Cape Winelands Vision and Mission Statements:

VISION : Innovative Mobility

MISSION : A sustainable transport system which provides access for the needs of social and economic opportunity.

The following projects were completed under the guidance of the aforementioned Vision and Mission statements –

5.2.1 The District Integrated Transport Plan approved by Council and submitted to the Provincial Minister of Transport and Public Works;

5.2.2 The Greater Worcester Transport Precinct Plan completed and accepted by the Breede Valley Mayoral Committee. Major impact of this plan is the improvement of access to public transport;

5.2.3 Establishment of a Task Team comprised of Cape Winelands, Drakenstein and the Provincial Department of Transport to finalise the Public Transport Service Contract for the scheduled public transport service for the Wellington/Saron corridor;

5.2.4 The highly successful hosting of two events in celebration of the National Transport Month initiative during October 2010 - Drakenstein Fun-ride with targeted participation for the Shova Kalula Bicycle beneficiaries (± 450 cyclists) and the Breede Valley Free Ride for mini bus taxi commuters (900 commuters).

Proposed projects for the 2011/2012 financial year include:

a) Commencement with the development of Integrated Public Transport Networks throughout the District;

b) Finalisation of design, tender documentation and submission of applications for funding for the infrastructure requirements for the implementation phase of the Greater Worcester Transport Precinct Plan;

c) Upgrading of road infrastructure at Rural Schools in Witzenberg and Drakenstein. Details of proposed work as follows :

i. Upgraded access off rural road network,
ii. Sidewalk
iii. Bus-embayment and shelter

5.3 Water And Sanitation

Water and Sanitation provision to schools:

The aim of this project is to ensure that all rural schools within the CWDM have adequate water supply and sanitation facilities and/or systems. In conjunction with health awareness training done by the EHP's, these projects ensures a safer and healthier environment for both learners and teachers. During the 2010/2011 financial year five schools were provided with upgraded sanitation facilities and water supplies. Due to the constant closing of certain, and amalgamation of other schools, there is a constant need for adequate facilities and this will be attended to during the next budget cycle with a budget of R 600,000.

5.4 Service Delivery In The Rural Areas

Council embarked on a project to supply basic solar lighting and solar geysers to farm dwellers in collaboration with farm owners. Basic solar systems are subsidised and provided to farm owners for installation in places where the Eskom supply grid is not a viable option and warm water systems are subsidised on all farms for which applications were received. During the 2010/2011 financial year 371 households benefitted from the subsidy scheme with regards to solar geysers and 51 households benefitted from basic solar lighting in their homes. By

improving the conditions of living of farm dwellers using renewable energy sources, this Council contributes in different ways to the wellbeing of its citizens. During the next budget cycle an amount of R 1, 850,000 will address the needs for more basic solar lighting and solar geysers.

5.4.1 Provision Of Bathrooms In Ceres And Langeberg Area

This project entails the addition of bathrooms to existing houses in towns in the Ceres and Langeberg municipalities where the existing toilets are not attached to the houses. The beneficiaries, mostly elderly and disabled persons, have been identified by the local Municipality and up till now 122 bathrooms have been handed over to the beneficiaries in Ceres and Ashton. The project makes use of 100% local labour where possible and approximately 60 jobs have been created during the construction phase. During the next financial year approximately 300 bathrooms will be built in Tulbagh and all small local contractors that showed interest will participate in this project. An intense training programme will be conducted before and during construction to transfer skills to both the contractors and their employees. An amount of R15, 000,000 has been budgeted for this project.

5.5 Roads

The CWDM performs road maintenance and other technical functions on an agency basis for the Provincial Road Authority (Provincial Government of the Western Cape, Department of Transport and Public Works). The 300 road maintenance personnel is distributed at five depots (Paarl, Stellenbosch, Ceres, Robertson and Worcester) working with an annual budget of approximately R65 million rand. The emphasis is in keeping the road network safe and protecting these expensive assets by preventative maintenance.

Funding (additional to the R65 million rand) allocated towards addressing the backlog to improve gravel roads was R11 million for the high volume rural gravel roads in the Paarl and Stellenbosch regions. Various upgrading of old Provincial

main mobility roads is currently taking place by the Provincial Roads Authority including the rebuilding of bridges in the De Doorns area that was damaged by floods.

The sharing of specialised technical services between us and the Provincial Roads Department is continuing because of a serious shortage of civil engineers. This important work involves not only road maintenance or road construction knowledge but the processing of the great number of land use applications (developments) in our area to ensure continuous economic growth without a negative traffic impact onto the public road network.

6. RURAL AND SOCIAL DEVELOPMENT DEPARTMENT

The Cape Winelands District Municipality is proud of the fact that it was the first municipality in South Africa to establish a dedicated department in January 2009 to focus on the empowerment of its most vulnerable residents by launching an active Programme of Rural and Social Development. Through this, Cape Winelands District Municipality demonstrates its commitment to give expression to Section 153 of the Constitution to "…give priority to the basic needs of its communities and promote its social and economic development'.

Our investment in Rural and Social Development has allowed Cape Winelands District Municipality to forge service delivery partnerships with government and non-government institutions, communities and residents, from which thousands of rural citizens, vulnerable families, the disabled, women, youth, the elderly and children have benefitted.

The recent highly successful IDP public gathering that was held on Thursday, 17 March 2011, during which people from all over the district packed Worcester Town Hall to the brim, is indicative of the success of the Rural and Social Development Department. Community partners and residents, old and young, from all sectors of society, took part in a constructive IDP meeting and gave

positive comment regarding the Cape Winelands District Municipality's draft IDP and Budget for 2011/2012. Communities praised the Cape Winelands District Municipality for the inclusive, participatory manner in which it has implemented its pro-poor service delivery over the past year.

Therefore I feel indeed honoured to announce that for the upcoming 3 year Medium-term Budget cycle a Budget of R32, 88 million has been allocated to the Department Rural and Social Development to continue their good work of improving the lives of the most vulnerable citizens of our District. R16, 1 million of this will be spent in the upcoming financial year, of which R12, 54 million will be spent on Social Development interventions such as fighting HIV/AIDS, TB and Foetal Alcohol Syndrome, investing in Early Childhood Development, Combating Substance Abuse, investing in our Youth, Women, Elderly and Disabled citizens, as well as in Sports, Recreation, Culture and Support to Community Organisations. R3, 55 million will be spent on Rural Development by investing in Small Farmers Support, Improving Tenure of Vulnerable Farm Dwellers that faces in Evictions and Empowering farm workers through a Civil Rights Education Programme.

In concluding this matter of Rural and Social Development, we as a Cape Winelands District Municipality acknowledge that the social problems, social issues and social conditions prevalent in the district are experienced to varying degrees at local and community level. National and Provincial government should note that, the local sphere is the space where the day-to-day lives of people are lived, where there is the direct interface between the personal, the household, the family, the neighbourhood and the community. It is here where the social and economic and political processes take place and where there is the greatest potential for action and interaction between government and the different role players who can pool their resources, knowledge, experience and understanding of local conditions to meet needs. Through our interventions we

as Cape Winelands have proven that we can build community assets and enhance social cohesion by investing in the Rural and Social Development of our people. We would like to take this opportunity to thank all our B Municipalities, social, community and business partners in taking hands with us in raising the living standards and improving socio-economic opportunities for the poor.

7. HUMAN RESOURCES MANAGEMENT

Human Resource Management in the CWDM is aimed at establishing a representative, competent and well managed workforce, committed to delivering high quality services to the people of Cape Winelands District, through provision of the following services.

Central to the CWDM vision of “Growing, Sharing, Delivering and Innovating Together”, CWDM acknowledges that youth development is an integral part to the social, political and economic life of every young person in the district and society in general, hence our commitment to financially assisting well deserving students within our area of jurisdiction through the Mayoral Bursary Fund. For the 2010/2011 financial year CWDM has budgeted R1, 200,000 which will be spent before the end of June 2011. The CWDM has already paid registration fees in respect of 96 (ninety six) students, upon which the next phase is to pay full bursaries to selected students in terms of CWDM’s reviewed Mayoral Bursary Fund Policy.

As part of skilling its workforce, CWDM has embarked in a process in collaboration with Boland College and the University of Stellenbosch to train employees at elementary and management levels to obtain the necessary skills and knowledge required, amongst others by National Treasury Regulations on Minimum Competency Levels.

CHAPTER EIGHT: BUDGET – SEE ANNEXURE "M"

THE BUDGET

In terms of the MFMA, the Mayor must at least 90 days before commencement of the new financial year, table a draft budget for consideration. The budget must be approved in May 2010 after the completion of the **public participation process.** The Annual Budget of a municipality must be prepared in terms of sec 17 of the MFMA. Council's Budget must be in line with the Government's spending priorities. Key legal provisions are to be **Strictly Enforced.**

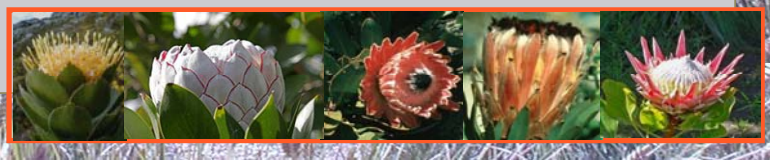
All grants, including national, provincial and local allocations, should be included in the 2011/12 budget of the municipality as reflected under both the revenue and expenditure budget components. A three year capital and operating budgets for 2011/12 and the MTREF should be prepared. Reporting requirements for conditional grants must be satisfied.

The budget must be tabled for consultation at least 90 days before the start of the Budget year (sec. (16)(2) of the MFMA There must be a clear link between Budget, IDP and Performance Targets. Municipalities are required to seriously assess their revenue situation and financial health for purposes of determining whether or not they have sufficient revenue and adequate financial stability to fund and deliver on their proposed budget.

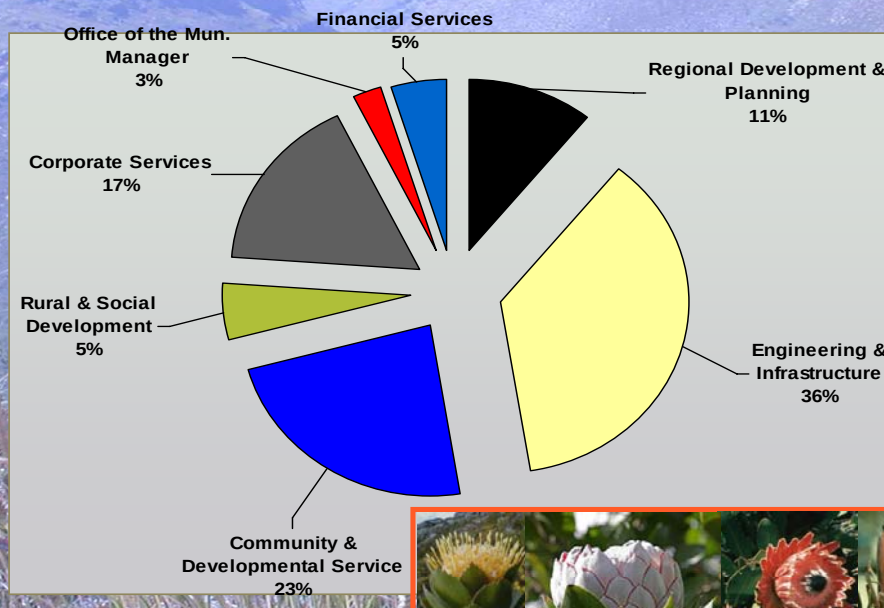


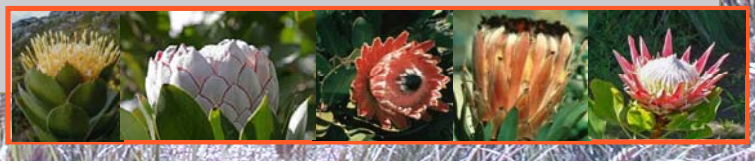
SOURCES OF INCOME

Operating:	
General Income	28 480 000
Accumulated Surplus	49 074 019
National and Provincial Grants	318 506 700
Capital:	
Capital Replacement Reserve	13 295 696
National and Provincial Grants	1 659 556
TOTAL BUDGET	**411 015 971**

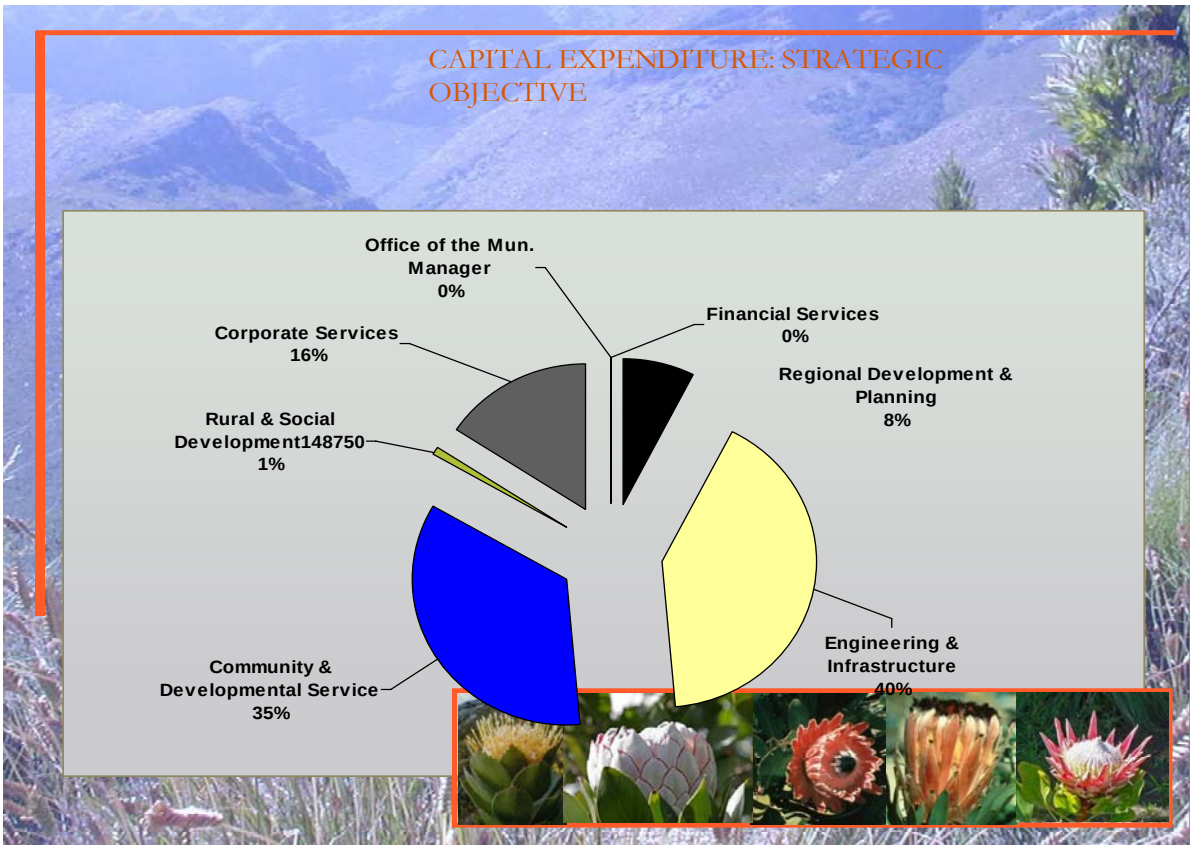


OPERATING EXPENDITURE: STRATEGIC OBJECTIVE





CAPITAL EXPENDITURE: STRATEGIC OBJECTIVE


Office of the Mun. Manager 0%
Financial Services 0%
Corporate Services 16%
Regional Development & Planning 8%
Rural & Social Development148750 1%
Engineering & Infrastructure 40%
Community & Developmental Service 35%

Legislative Mandate

The *Municipal Systems Act (MSA) (2000)* compels municipalities to draw up an Integrated Development Plan (IDP) as a singular, inclusive and strategic development plan that is aligned with the deliberate efforts of the surrounding municipalities and other spheres of government.

In terms of Section 34 of the Municipal Systems Act: A Municipal Council – must review its integrated development plan- (i) annually in accordance with an assessment of its performance measurements in terms of section 4 I; and (ii) to the extent that changing circumstances so demand; and may amend its IDP in accordance with a prescribed process.

In embarking on the 4th Review of the 2007/11 Integrated Development Plan, the Cape Winelands District Municipality addressed the following key aspects:

- ∇ Comments received from the various role-players in the IDP process including the comments from the MEC.
- ∇ Areas which required additional attention in terms of legislative requirements;
- ∇ Areas identified through self-assessment;
- ∇ The review of the SDF, and other Sector Plans as far as possible; and
- ∇ The updating of the Financial Plan, Action Plan as well as the updating and amending of the list of projects.

<table>
<tr><th colspan="2">Legislative Alignment between the IDP/Budget and Performance Management Targets</th></tr>
<tr><td colspan="2">In terms of the Municipal Systems Act (2000), the Cape Winelands District Municipality (CWDM) is required to formulate an IDP made up of the following components:
▪ A vision of the long-term development of the CWDM;
▪ An assessment of the existing level of development in the CWDM which must include an identification of the need for basic municipal services;
▪ The CWDM development priorities and objectives for its elected term;
▪ The CWDM development strategies which must be aligned with any national or provincial sectoral plans and planning requirements;
▪ A spatial development framework which must include the provision of basic guidelines for a land use management system;
▪ The CWDM operational strategies;
▪ A disaster management plan;
▪ A financial plan, which must include a budget projection for at least the next three years; and
▪ Key performance indicators and performance targets.</td></tr>
<tr><td>The Municipal Planning and Performance Management Regulations (2001) set out the following further requirements for an IDP:
An institutional framework for implementation of the IDP and to address the municipality's internal transformation;
Investment initiatives should be clarified;
Development initiatives including infrastructure, physical, social and institutional development and;
All known projects, plans and programmes</td><td>In addition, the Municipal Finance Management Act (MFMA) (2003) provides for closer alignment between the Annual Budget and the compilation of the IDP. This can be understood as a response to the critique that IDP formulation took place in isolation from financial planning and IDPs were rarely implemented in full as a result. Specifically, Section 21(1) of the MFMA requires that the CWDM co-ordinates the process of preparing the Annual Budget and</td></tr>
</table>

to be implemented within the municipality by any organ of state.	the revised IDP to ensure that both the budget and IDP are mutually consistent.

Key to ensuring the co-ordination of the IDP and Annual Budget is the development of the **Service Delivery and Budget Implementation Plan** (SDBIP). The SDBIP is a detailed plan approved by the Executive Mayor of the CWDM for the implementation of service delivery and the Annual Budget. The SDBIP should include monthly revenue and expenditure projections, quarterly service delivery targets and performance indicators.

The MSA states that key performance indicators must be part of the IDP. The SDBIP specifies that the performance contracts of senior managers must form part of the approval of the SDBIP. The 2011/12 (Revised) IDP for the CWDM aligns the SDBIP key performance indicators, the key performance indicators of the senior managers with the key programmes, as well as the municipal scorecard in the IDP.

District IDP Framework: (Annexure "J")

The IDP Framework for the district is informed by certain responsibilities entrusted to district and local municipalities in terms of legislation. The Framework was prepared jointly by all the municipalities within the district, with the district municipality playing a leading role.

The objectives of the District's Framework, which is binding on all the municipalities in the district are:

i. To serve as a guiding model for integrated development planning by the CWDM & local municipalities.

ii. To involve and integrate all relevant role-players.

iii. To ensure that all the local authorities in the district fulfil the responsibilities entrusted to them by legislation in the form of powers & functions.

iv. To bring about cooperative governance in the regional context and to align and coordinate development planning at local government level.

v. To guide the modus operandi of local government, in particular with regard to aspects of integrated development.

vi. To ensure that the needs of communities & interest groups are identified, acknowledged and addressed.

vii. To ensure and coordinate the effective use of resources (financial, human & natural).

viii. To keep up to date with legislation.

ix. To ensure that the above-mentioned approved policy and strategies are taken

into consideration in future development planning in the Cape Winelands.

THE IDP/Budget Review Process

The IDP/Budget Review Process can be summed up as follows:

TIME SCHEDULE	The Cape Winelands District IDP Strategic Management Framework was adopted by the Council of the CWDM and approved by the District Coordinating Forum. The most important implication of the latter approval was the subjection of all municipalities in the district, including the CWDM, to the time-schedule for the adoption of their IDP's and Budgets, allowing sufficient time for credible alignment processes.
ANALYSIS	*Community Input* - A total of ten (10) meetings were held with a wide range of sectoral representatives, including Labour, the Environment, Social Development, Civil Society, Public Safety, Economic Growth and Development, Agriculture, Youth, Women, etc. A total of 157 issues were articulated during these meetings and a further 17 written submissions were received.
	Performance Analysis – This phase involved the assessment of the performance of the municipality and the determination of areas of change for the next three years.
	Financial Analysis – In analysing the financial capacity and position of the municipality, the institution had to, inter alia, determine the funding/revenue potentially available for the next three years and based on the holistic financial profile of the municipality decide on appropriate fiscal strategies, the funding policies (including tariff structures) and financial plans.
	Situational Analysis – A thorough revision of the current realities and an examination of the changing conditions and new information that may have a major impact on the ability of the municipality to deliver on its legislative mandate had been conducted during this period.
	Intergovernmental Alignment – The Provincial IDP Indaba held on 26-27 October 2010 was a good starting point for improving intergovernmental planning and alignment and will need the cooperation of all stakeholders to sustain the positive spin-offs of this process.
STRATEGY	The Cape Winelands Spatial Development Framework and Integrated Transport Plan were modified during this revision cycle. In addition the Integrated Waste Management Plan was further refined and a Draft Air Quality Management Plan saw the light.

PROGRAMMES, PROJECTS AND PRELIMINARY BUDGET	Current programmes and projects were reviewed and provision had been made for priorities and outputs desired for next 3 years with updated cost estimates. *Operating Budget* – The Chief Financial Officer compiled the draft operating budget for 2011/12 and revised operating budget for 2010/11 within the prescribed time frames. *Approval of Draft IDP, PMS and Annual Budget* – The Draft IDP and Budget was approved by Council for consultation with the Public on 10 March 2011 and a period of 21 days of public consultation ensued. The 2009/10 Annual Report was approved on 31 March 2011. As recommended by National Treasury in MFMA Circular No. 54: Municipal Budget Circular for the 2011/12 MTREF and Provincial Treasury in Municipal Circular No. 45/2010 respectively, the CWDM Council amended its IDP Strategic Management Framework to ensure that the IDP and Budget are adopted by the outgoing Council before the 2011 Municipal Elections. At this Council meeting held on 27 January 2011, it was further resolved that the Process Plan be amended and that a final revision of the 2007/11 Integrated Development Plan of the Cape Winelands District Municipality be conducted for the period starting 1 July 2011 and ending 30 June 2012 (2011/12) and that the newly elected Council will commence with the drafting of the 2011/12 – 2015/16 five-year IDP on 1 July 2011
INTEGRATION	The Draft IDP and Budget were made public for comment and an IDP/Budget Hearing was held with sector stakeholders on 17 March 2011 with the view of soliciting comment on the presented draft IDP/Budget from the representatives. Engagements aimed at multi-pronged alignment with Provincial, National and Local Spheres of Government in the form of LG-MTEC Engagements and intergovernmental alignment meetings with local municipalities in the district were held.
FINAL APPROVAL	Council adopted the Final 2011/12 Integrated Development Plan and Medium Term Revenue and Expenditure Framework for 2011/12, 2012/2013 and 2013/14 on14 April 2011 All further action is taken in accordance with the legislative and regulatory requirements applicable to the approval of the SDBIP, submission to the appropriate authorities, all actions related to the submission of performance agreements, making public the Final Documents and the preparation of the Bi-Annual Audit Report for submission to Council.

Public Participation

The Cape Winelands District Municipality aims to ensure that the quality and magnitude of public participation, particularly in IDP and budgeting processes, continue to grow each year. We understand that communities are complex, that the needs of groups vary and that these disparities should be taken into account when employing community activation strategies. Therefore, CWDM employs different processes and mechanisms in mobilising stakeholders to participate in decision making processes that affect the development of their communities.

(a) IDP Capacity Building Project : When we introduced the IDP Capacity Building Project in 2009, the primary objective was to ensure that stakeholders are capacitated to the extent that their bargaining power during IDP and Budgeting processes are significantly broadened and strengthened. The delicate interface between the different spheres of government, let alone the complexities of local government, can be daunting for even the most educated citizen. Great emphasis was therefore placed on creating a comfortable learning environment where the most user friendly methodologies can inspire participants to fully interact with the facilitator and learning material. Since its inception more than 600 participants benefited from this programme and the feedback has urged the CWDM to include these capacity building workshops as an important part of the IDP Process Plan of the Municipality each year.

(b) Special Needs Groups: The Cape Winelands District Municipality is host to two of the biggest institutions for the disabled in the country. These are the Institute of the Deaf and the Institute for the Blind, both located in the Breede Valley Municipality in Worcester. To ensure that all our IDP public consultation meetings are accessible to most people we ensure the following:

- all venues where meetings are held are accessible to the physically challenged;
- we request organisations to indicate if they need sign language interpretation at meetings (we have yet to make arrangements for that, because representatives from organisations have always preferred bringing their own sign language interpreters to the meetings;
- we arrange for professional interpretation services in all three official languages of the Western Cape;
- separate meetings are held for economic development stakeholders (including Labour and the Environment) and civil society stakeholders (normally Ward Committee members and other sectors) because of their diverse needs;

(c) Stakeholder Activation: The following efforts are made to activate participants:

- all departments are involved in activating their stakeholders who participate in sector plan development to attend meetings;
- the Department: Rural and Social Development's officials are key in mobilising farm dwellers through our civil society partner, the Health and Development Committees and other grouping'
- the District Youth Council helps the district municipality in mobilising young people;
- transport is arranged for those stakeholders who have indicated a need;
- the Cape Winelands District Municipality has an IDP Communication Plan that is executed with the assistance of our Sub-directorate: Communication Services which includes the following avenues for dissemination of information and channels, mechanisms and platforms for dialogue and engagement: Official Newsletter, Press Releases, Articles for selected print publications, IDP Brochures/Executive Summary, Radio discussions, Participatory Democracy and IDP Workshops for stakeholders, Statutory IDP Public Participation Engagements, Official Website Updates, Targeted e-mailing of IDP Presentation, Events: Project initiations, funding announcements, etc.

(c) IDP/Budget Public Participation Road Map: In the 2011/12 IDP review process, the Cape Winelands District Municipality ensured optimum public participation through the following IDP/Budget Public Participation Road Map:

MUNICIPALITY	VENUE	DATE
IDP Capacity Building Workshops (as per SDBIP)		
Witzenberg	Koinonia Hall, Ceres	07/09/2010
Breede Valley	Unobuntu Multi-purpose Centre, Zwelethemba	08/09/2010
Langeberg	Robertson Town Hall	09/09/2010
Drakenstein	CWDM Council Chambers Paarl	14/09/2010
Stellenbosch	CWDM Council Chambers Stellenbosch	15/09/2010
Drakenstein	Thusong Centre, Mbekweni	09/11/2010
Witzenberg	CWDM Boardroom, Ceres	10/11/2010

Stellenbosch	Kayamandi Economic Tourism Corridor	11/11/2010
Breede Valley	CWDM Council Chambers, Worcester	15/11/2010
Breede Valley	CWDM Council Chambers, Worcester	16/11/2010
Langeberg	Town Hall, Robertson	17/11/2010
ANALYSIS - District Meetings with Sector Groups - 7 September to 30 November 2010		
WITZENBERG		
Economic Development	Ceres Town Hall	05/10/2010
Civil Society	Ceres Town Hall	05/10/2010
BREEDE VALLEY		
Economic Development	APD Hall, Worcester	06/10/2010
Civil Society	APD Hall, Worcester	06/10/2010
LANGEBERG		
Economic Development	Robertson Town Hall	13/10/2010
Civil Society	Robertson Town Hall	13/10/2010
DRAKENSTEIN		
Economic Development	Thusong Centre, Mbekweni	14/10/2010
Civil Society	Thusong Centre, Mbekweni	14/10/2010
STELLENBOSCH		
Economic Development	CWDM Training Room, Stellenbosch	19/10/2010
Civil Society	Luckhöff High School, Stellenbosch	19/10/2010
CONSULTATION & REFINEMENT - 01 March to 30 April 2010		
IDP/Budget Hearing	Worcester Town Hall	17/03/2011

The district municipality could not have done the above, and many more similar actions, had it not bee for our steadfast focus on nurturing social cohesion amongst communities in the Cape Winelands.

(d) CWDM Turn Around Strategy: Our 2010/11 Local Government Turn Around Strategy has identified Public Participation and Communications as a key lever for development in our district. During the course of the 2010/11 financial year, the Cape Winelands District Municipality and local municipalities have made tremendous strides in strengthening the collective impact that properly synergised and coordinated public participation and communications interventions can make in local government. Both national and provincial government consistently assisted the Cape Winelands family of municipalities in improving their institutional capabilities through Government Communication and Information System (GCIS) and the Provincial Department of Local Government.

(e) The Cape Winelands Household Perception Survey is being concluded and we look forward to use the results of this study to inform future planning.

(f) Stakeholder Input: The Cape Winelands District Municipality, during its IDP Analysis Phase, received a total of 157 verbal inputs during public participation meetings and a further 17 written submissions. These issues were circulated internally to our Executive Directors for input and were presented to the Mayoral Committee and Council for consideration. The SDBIP

(Service Delivery and Budget Implementation Plan will later provide clear indications which of the issues were incorporated in specific interventions of the municipality.

A copy of the STAKEHOLDER INPUT collated during the IDP Review Process is attached as Annexure”J”.

C.14.3 2011/2012, 2012/2013, 2013/2014 MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK (MTREF) AND REVIEW OF THE 2011/2012 INTEGRATED DEVELOPMENT PLAN (IDP) FOR THE CAPE WINELANDS DISTRICT MUNICIPALITY (CWDM) (5/1/1/7)

PURPOSE OF SUBMISSION

That Council consider to approve the draft 2011/2012, 2012/2013, 2013/2014 Medium Term Revenue and Expenditure Framework (MTREF) and review of the Integrated Development Plan (IDP) for the Cape Winelands District Municipality (CWDM).

BACKGROUND

In terms of Section 17 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (*MFMA)*, Council must, for each financial year approve an annual budget for the municipality before the start of the financial year. In order for a municipality to comply with Section 17(1), the Mayor must table the annual budget at a council meeting at least 90 days before the start of the budget year.

Section 15 of the *MFMA* (Act No. 56 of 2003) prescribes that a municipality may incur expenditure only:

15(a) In terms of an approved budget; and

(b) Within the limits of the amounts appropriated for the different votes in an approved budget.

The contents of the annual budget must consist of the following documents as prescribed in Section 17 of the *MFMA.*

1. Realistically anticipated income and expenditure per vote for the budget; year and the two financial years following the budget year;

2. Budget related policies of Council (Tariff, Rates & Credit Control Policies);

3. Details of Council's investments for the budget year;

4. Details of all proposed service delivery agreements, including material amendments to existing service delivery agreements;

5. Particulars of any proposed allocations or grants by the municipality in terms of Sections 67 and 17(3)(j) of the *MFMA*;

6. The proposed cost to the municipality for the budget year of the salary, allowances and benefits of political office bearers and senior managers;

7. Capital expenditure and Projects to be undertaken within the budget year.

MTREF: 2011/2012; 2012/2013 and 2013/2014

In finalising the draft budget of Council, all heads of departments were consulted in preparing the 2011/2012, 2012/2013 and 2013/2014 budgets. The MTREF can be summarised as follows:

Operating Budget:

YEAR	EXPENDITURE	INCOME	SURPLUS(-) DEFICIT
2011/2012	**R396 060 719**	**- R348 228 480**	**R 47 832 239**
2012/2013	**R423 182 602**	**-R364 919 600**	**R 58 263 002**
2013/2014	**R439 147 907**	**-R378 708 108**	**R 60 439 799**

Capital Budget:

YEAR	EXPENDITURE	INCOME	SURPLUS(-) DEFICIT
2011/2012	**R 14 959 752**	**-R 14 959 752**	**R 0**
2012/2013	**R 31 977 783**	**-R 31 977 783**	**R 0**
2013/2014	**R 38 328 460**	**-R 38 328 460**	**R 0**

*** Attached as Annexures “A” to “K” is a copy of the draft Medium Term Revenue and Expenditure Framework (MTREF) for the Cape Winelands District Municipality for the 2011/2012; 2012/2013 and 2013/2014 financial years as well as related documents as prescribed by the Local Government: Municipal Finance Management Act, 2003 (Act No 56, 2003).

******* Attached as Annexure “E” is a copy of the reviewed IDP document.

COMMENT

The IDP and Budget process for the 2011/2012 financial year was a consultative process – involving Executive Directors, Senior Managers, Councillors and other stakeholders. As per the budget growth guidelines of 6%, determined by National Treasury, the MTREF (2011 – 2014) was compiled accordingly. Personnel expenditure (Salaries, Wages and allowances) were increased by 7%. The Budget Steering committee, established in terms of the budget and Reporting Regulations of 2008, thoroughly scrutinised the proposed MTREF.

DECLARATION BY MANAGEMENT

Management declare that they followed all guidelines prescribed by the relevant legislation during the budget process.

MAYORAL COMMITTEE : 4 MARCH 2011 : ITEM MC.8.4

RESOLVED: That –

(a) It be recommended to Council that the draft 2011/2012, 2012/2013, 2013/2014 Medium Term Revenue and Expenditure Framework (MTREF) and the review of the Integrated Development Plan (IDP) for the Cape Winelands District Municipality (CWDM) be adopted for inspection, public representations, inputs and comments, as outlined in the following attached Annexures :

(i) Draft 2011/2012; 2012/2013 and 2013/2014 Medium Term Revenue and Expenditure Framework (MTREF) as set out in Annexure “A”;

(ii) Budget related policies as set out in Annexure “B”;

(iii) Details of Council’s investments as set out in Annexure “C”;

(iv) Details of all proposed service delivery agreements, including material amendments to existing service delivery agreements as set out in Annexure “D”;

(v) Proposed amendments to the Cape Winelands District Municipality’s (CWDM) Integrated Development Plan (IDP) following the annual review of the Integrated Development Plan (IDP) in terms of Section 34 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) as set out in Annexure “E”;

(vi) Details of employments costs – salaries, allowances and benefits – of all political office-bearers, councillors and senior managers of the Cape Winelands District Municipality as set out in Annexure “F”;

(vii) Capital expenditure within the budget year as set out in Annexure “G”;

(viii) Projects to be undertaken with the budget year as set out in Annexure “H”;

(ix) Service Delivery Budget Implementation Plan (SDIP) Strategic Framework with pre-determined objectives for the 2011/2012 (revised) Integrated Development Plan (IDP) as part of corrective steps recommended by the Auditor General on the 2009/2010 annual audit and the 2011/2012 draft (revised) Integrated Development Plan (IDP) as set out in Annexure "I";

(x) List of tariffs for the 2011/2012 financial year as set out in Annexure "K";

(b) The shortfall on the budget be funded from the accumulated surplus;

(c) Provision be made on the draft 2011/2012 budget for the following additional allocation received from the Provincial Government: Western Cape :

Regional Impoundment Facility (Cost Centre - 1 1615) R1 500 000;

(d) Cognisance be taken that the procurement of capital assets will be addressed by the Asset Adjudication Committee;

(e) Cognisance be taken of the proposals submitted by the Deputy Executive Mayor, attached as Annexure "A" to the minutes;

(f) The inclusion of the proposals by the Deputy Executive Mayor addressed in (e) above into existing projects contained in the draft 2011/2012 Medium Terms Revenue and Expenditure Framework (MTREF) and the implementation thereof through the Service Delivery Implementation Plans (SDBIP's), be assessed.

COUNCIL MEETING : 10 MARCH 2011 : ITEM C.14.1

RESOLVED : That –

(a) The draft 2011/2012, 2012/2013, 2013/2014 Medium Term Revenue and Expenditure Framework (MTREF) and the review of the Integrated Development Plan (IDP) for the Cape Winelands District Municipality (CWDM) be adopted for inspection, public representations, inputs and comments, as outlined in the following attached Annexures:

(i) Draft 2011/2012; 2012/2013 and 2013/2014 Medium Term Revenue and Expenditure Framework (MTREF) as set out in Annexure "A";

(ii) Budget related policies as set out in Annexure "B";

(iii) Details of Council's investments as set out in Annexure "C";

(iv) Details of all proposed service delivery agreements, including material amendments to existing service delivery agreements as set out in Annexure “D”;

(v) Proposed amendments to the Cape Winelands District Municipality’s (CWDM) Integrated Development Plan (IDP) following the annual review of the Integrated Development Plan (IDP) in terms of Section 34 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) as set out in Annexure “E”;

(vi) Details of employments costs – salaries, allowances and benefits – of all political office-bearers, councillors and senior managers of the Cape Winelands District Municipality as set out in Annexure “F”;

(vii) Capital expenditure within the budget year as set out in Annexure “G”;

(viii) Projects to be undertaken with the budget year as set out in Annexure “H”;

(ix) Service Delivery Budget Implementation Plan (SDBIP) Strategic Framework with pre-determined objectives for the 2011/2012 (revised) Integrated Development Plan (IDP) as part of corrective steps recommended by the Auditor General on the 2009/2010 annual audit and the 2011/2012 draft (revised) Integrated Development Plan (IDP) as set out in Annexure “I”;

(x) List of tariffs for the 2011/2012 financial year as set out in Annexure “K”;

(b) The shortfall on the budget be funded from the accumulated surplus;

(c) Provision be made on the draft 2011/2012 budget for the following additional allocation received from the Provincial Government: Western Cape :

Regional Impoundment Facility (Cost Centre - 1 1615) R1 500 000.

(d) The following amendments be effected:

(i) **LOCAL ECONOMIC DEVELOPMENT**

<u>Projects scrapped</u>:

LED Information Management	R 420 000
LED Baseline Study & Sector Reviews	R 500 000

Additional project:

Job Summit	R100 000

(ii) **ENVIRONMENTAL PLANNING**

Revised project:

EPWP Invasive Alien Vegetation Management Programme be increased from R3 000 000 to R3 270 000

(iii) **PROJECTS AND HOUSING**

Revised projects:

Sewerage: Meerlust Housing (Council) be decreased from R1 500 000 to R100 000
Sewerage: Meerlust Housing (Council) 2012/2013 financial year be increased from R500 000 to R1 900 000

(iv) **PUBLIC TRANSPORT REGULATION**

Revised projects:

Road Safety Education be reduced from R1 500 000 to R500 000
Worcester Transport Plan be reduced from R1 000 000 to R500 000

Additional project:

Upgrading of Offices: Taxi Council	R300 000

(v) **MUNICIPAL HEALTH SERVICES**

Revised project:

Clean-up Campaigns be increased from R1 650 000 to R2 000 000

(vi) **DISASTER MANAGEMENT**

Projects scrapped:

ISDR Week	R100 000
Risk Assessment Review	R450 000

Additional project:

Community Safety	R500 000

Revised project:

Population Migration and Co-ordination be increased from R50 000 to R150 000

(vii) **SOCIAL DEVELOPMENT**

Revised project:

Combating Substance Abuse be increased from R264 300 to R764 300
Elderly be increased from R500 000 to R1 000 000
Disabled be increased from R500 000 to R1 000 000

Additional project:

Sports Events	R500 000
Cultural	R500 000

*** (e) The questions as submitted by the Democratic Alliance (DA), attached as Annexure "A" to the minutes be replied on in writing at the next Council Meeting;

(f) Cognisance be taken of the Municipal Annual Budgets and Medium Term Revenue and Expenditure Framework (MTREF) and supporting tables to be submitted to the Provincial Government: Western Cape compiled in terms of the Municipal Budget and Reporting Regulations, 2008.

RECOMMENDATION : That -

(a) The draft 2011/2012, 2012/2013, 2013/2014 Medium Term Revenue and Expenditure Framework (MTREF) and the review of the Integrated Development Plan (IDP) for the Cape Winelands District Municipality (CWDM) be approved, as outlined in the following attached Annexures:

(i) Draft 2011/2012; 2012/2013 and 2013/2014 Medium Term Revenue and Expenditure Framework (MTREF) as set out in Annexure "A";

(ii) Budget related policies as set out in Annexure "B";

(iii) Details of Council's investments as set out in Annexure "C";

(iv) Details of all proposed service delivery agreements, including material amendments to existing service delivery agreements as set out in Annexure “D”;

(v) Proposed amendments to the Cape Winelands District Municipality’s (CWDM) Integrated Development Plan (IDP) following the annual review of the Integrated Development Plan (IDP) in terms of Section 34 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) as set out in Annexure “E”,

(Comments on the draft 2011/2012 Revised Integrated Development Plan (IDP) and draft Budget will be distributed during the meeting)

(vi) Details of employments costs – salaries, allowances and benefits – of all political office-bearers, councillors and senior managers of the Cape Winelands District Municipality as set out in Annexure “F”;

(vii) Capital expenditure within the budget year as set out in Annexure “G”;

(viii) Projects to be undertaken with the budget year as set out in Annexure “H”;

(ix) Details of any proposed allocations or allowances by the District Municipality in terms of Section 67 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA), as set out in Annexure “I”;

(x) Service Delivery Budget Implementation Plan (SDBIP) Strategic Framework with pre-determined objectives for the 2011/2012 (revised) Integrated Development Plan (IDP) as part of corrective steps recommended by the Auditor General during the 2009/2010 annual audit as set out in Annexure “J”;

(Comments on the draft 2011/2012 Revised Integrated Development Plan (IDP) and draft Budget will be distributed during the meeting)

(xi) List of tariffs for the 2011/2012 financial year as set out in Annexure “K”;

(b) The shortfall on the budget be funded from the accumulated surplus;

(c) Provision be made on the draft 2011/2012 budget for the following additional allocation received from the Provincial Government: Western Cape :

Regional Impoundment Facility (Cost Centre - 1 1615) R1 500 000.

(d) The following amendments be effected:

(i) **LOCAL ECONOMIC DEVELOPMENT**

Projects scrapped:

LED Information Management	R 420 000
LED Baseline Study & Sector Reviews	R 500 000

Additional project:

Job Summit	R100 000

(ii) **ENVIRONMENTAL PLANNING**

Revised project:

EPWP Invasive Alien Vegetation Management Programme be increased from R3 000 000 to R3 270 000

(iii) **PROJECTS AND HOUSING**

Revised projects:

Sewerage: Meerlust Housing (Council) be decreased from R1 500 000 to R100 000
Sewerage: Meerlust Housing (Council) 2012/2013 financial year be increased from R500 000 to R1 900 000

(iv) **PUBLIC TRANSPORT REGULATION**

Revised projects:

Road Safety Education be reduced from R1 500 000 to R500 000
Worcester Transport Plan be reduced from R1 000 000 to R500 000

Additional project:

Upgrading of Offices: Taxi Council	R300 000

(v) **MUNICIPAL HEALTH SERVICES**

Revised project:

Clean-up Campaigns be increased from R1 650 000 to R2 000 000

(vi) **DISASTER MANAGEMENT**

Projects scrapped:

ISDR Week	R100 000
Risk Assessment Review	R450 000

Additional project:

Community Safety	R500 000

Revised project:

Population Migration and Co-ordination be increased from R50 000 to R150 000

(vii) **SOCIAL DEVELOPMENT**

Revised project:

Combating Substance Abuse be increased from R264 300 to R764 300
Elderly be increased from R500 000 to R1 000 000
Disabled be increased from R500 000 to R1 000 000

Additional project:

Sports Events	R500 000
Cultural	R500 000

(e) Cognisance be taken of the Municipal Annual Budgets and Medium Term Revenue and Expenditure Framework (MTREF) and supporting tables to be submitted to the Provincial Government: Western Cape compiled in terms of the Municipal Budget and Reporting Regulations, 2008.

COUNCIL MEETING: 14 APRIL 2011: ITEM C.14.3

(Councillor L. Siwakamisa joins the meeting at 12:06)

*** The Deputy Executive Mayor presents his State of the District Address to Council, a copy of which is attached as Annexure “A“ to the minutes.

Cllr. C.A. de Bruyn, Democratic Alliance (DA), indicated their support for the draft 2011/2012, 2012/2013, 2013/2014 Medium Term Revenue and Expenditure Framework (MTREF) and the review of the Integrated Development Plan (IDP) for the Cape Winelands District Municipality (CWDM), except for the proposed lists of additional beneficiaries for water and sanitation subsidies and informal meat traders distributed during the meeting .

Alderman (Dr.) N.E. Kahlberg, Democratic Alliance (DA), expressed support for Councillor C.A. de Bruyn's position.

Cllr. R. Brand, Freedom Front Plus (FF+), indicated their support for the draft 2011/2012, 2012/2013, 2013/2014 Medium Term Revenue and Expenditure Framework (MTREF) and the review of the Integrated Development Plan (IDP) for the Cape Winelands District Municipality (CWDM), except for the proposed lists of additional beneficiaries for water and sanitation subsidies and informal meat traders distributed during the meeting.

The following Councillors expressed their support for the draft 2011/2012, 2012/2013, 2013/2014 Medium Term Revenue and Expenditure Framework (MTREF) and the review of the Integrated Development Plan (IDP) for the Cape Winelands District Municipality (CWDM) :

- Cllr. S. Ross, Independent Democrats (ID)
- Cllr. Z.J. Mthini, African National Congress (ANC)
- Cllr. C.C. Brink, African National Congress (ANC)
- Cllr. L. Richards, African National Congress (ANC)
- Cllr. C.G. du Plessis, African National Congress (ANC)

*** Councillor E.N. Bushwana, African National Congress (ANC), congratulated the Deputy Executive Mayor with his State of the District Address and indicated the African National Congress's (ANC's) support for the budget. Attached as Annexure "B" to the minutes is a copy of Councillor Bushwana's speech.

- Cllr. C.A. de Bruyn, Democratic Alliance (DA), requested clarity pertaining to the proposed lists of additional beneficiaries for water and sanitation subsidies distributed during the meeting;

- Ald. C.W. Johnson, African National Congress (ANC), provided clarity pertaining to the proposed list of additional beneficiaries for water and sanitation subsidies distributed during the meeting;

(The Deputy Executive Mayor, Alderman C.W. Johnson, declared his interest pertaining to the additional beneficiaries for water and sanitation subsidies as distributed during the meeting and recused himself from the meeting at 13:46)

The meeting adjourns for a caucus between the following Councillors of the African National Congress (ANC) and the Democratic Alliance (DA) at 13:46:

African National Congress (ANC):
Councillor C.C. Brink
Councillor Z.J. Mthini

Democratic Alliance (DA):
Councillor C.A. de Bruyn
Alderman (Dr.) N.E. Kahlberg

(The meeting resumes its business at 13:55)

Councillor Z.J. Mthini from the African National Congress reported back to the meeting that consensus had been reached to accept the proposed list of additional beneficiaries for informal meat traders by the District Municipality in terms of Section 67 of the Local Government Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) distributed during the meeting and that the proposed list for an additional beneficiary for water and sanitation subsidies be withdrawn.

RESOLVED (Unanimously) : That -

(a) The draft 2011/2012, 2012/2013, 2013/2014 Medium Term Revenue and Expenditure Framework (MTREF) and the review of the Integrated Development Plan (IDP) for the Cape Winelands District Municipality (CWDM) be approved, as outlined in the following attached Annexures:

(i) Draft 2011/2012; 2012/2013 and 2013/2014 Medium Term Revenue and Expenditure Framework (MTREF) as set out in Annexure “A”;

(ii) Budget related policies as set out in Annexure “B”;

(iii) Details of Council’s investments as set out in Annexure “C”;

(iv) Details of all proposed service delivery agreements, including material amendments to existing service delivery agreements as set out in Annexure “D”;

(v) Proposed amendments to the Cape Winelands District Municipality’s (CWDM) Integrated Development Plan (IDP) following the annual review of the Integrated Development Plan (IDP) in terms of Section 34 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) as set out in Annexure “E”,

(vi) Details of employments costs – salaries, allowances and benefits – of all political office-bearers, councillors and senior managers of the Cape Winelands District Municipality as set out in Annexure “F”;

(vii) Capital expenditure within the budget year as set out in Annexure “G”;

(xi) Projects to be undertaken with the budget year as set out in Annexure “H”;

(xii) Details of any proposed allocations or allowances by the District Municipality in terms of Section 67 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA), as set out in Annexure “I”, as amended;

(xiii) Service Delivery Budget Implementation Plan (SDBIP) Strategic Framework with pre-determined objectives for the 2011/2012 (revised) Integrated Development Plan (IDP) as part of corrective steps recommended by the Auditor General during the 2009/2010 annual audit as set out in Annexure “J”;

(xi) List of tariffs for the 2011/2012 financial year as set out in Annexure “K”;

(b) The shortfall on the budget be funded from the accumulated surplus;

(c) Provision be made on the draft 2011/2012 budget for the following additional allocation received from the Provincial Government: Western Cape :

Regional Impoundment Facility (Cost Centre - 1 1615) R1 500 000.

(d) The following amendments be effected:

(i) **LOCAL ECONOMIC DEVELOPMENT**

<u>Projects scrapped</u>:

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<u>Additional project</u>:

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(ii) **ENVIRONMENTAL PLANNING**

Revised project:

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Additional project:

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Additional project:

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Revised project:

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Additional project:

Sports Events	R500 000
Cultural	R500 000

(e) Cognisance be taken of the Municipal Annual Budgets and Medium Term Revenue and Expenditure Framework (MTREF) and supporting tables compiled in terms of the Municipal Budget and Reporting Regulations, 2008 to be submitted to the Provincial Government: Western Cape.

KAAPSE WYNLAND DISTRIKSMUNISIPALITEIT

KENNISGEWING

HERSIENING VAN DIE KONSEP- 2011/2012 GEÏNTEGREERDE ONTWIKKELINGSPLAN (GOP)

EN DIE

KONSEP- 2011/2012, 2012/2013 & 2013/2014 VEELJARIGE MEDIUMTERMYNINKOMSTE- & UITGAWERAAMWERK (MTIUR)

Kennis geskied hiermee ingevolge regulasie 3(4)(b) van die Regulasies insake Plaaslike Regering: Munisipale Beplanning en Prestasiebestuur, 2001; artikel 21 van die Wet op Plaaslike Regering: Munisipale Stelsels, 2000 (Wet No 32 van 2000) en artikel 22 van die Wet op Plaaslike Regering: Munisipale Finansiële Bestuur, 2003 (Wet No 56 van 2003) dat die Hersiening van die Konsep-2011/2012 Geïntegreerde Ontwikkelingsplan (GOP) en die Konsep- 2011/2012, 2012/2013, en 2013/2014 Veeljarige Mediumtermyninkomste- en Uitgaweraamwerk (MTIUR) vir die Kaapse Wynland Distriksmunisipaliteit ter insae lê, vir openbare vertoë, insette en kommentaar.

Die Hersiening van die Konsep- 2011/2012 Geïntegreerde Ontwikkelingsplan (GOP) en die Konsep- 2011/2012, 2012/2013, en 2013/2014 Veeljarige Mediumtermyninkomste- en Uitgaweraamwerk (MTIUR)	
Raad keur die Hersiening van die Konsep-2011/2012 Geïntegreerde Ontwikkelingsplan (GOP) en die Konsep- 2011/2012, 2012/2013, en 2013/2014 Veeljarige Mediumtermyninkomste- en Uitgaweraamwerk (MTIUR) goed vir openbare vertoë, insette en kommentaar	10 Maart 2011
Adverteer vir openbare vertoë, insette en kommentaar	10 Maart 2011
Openbare Deelname/konsultering van die Konsep-GOP en Konsepbegroting Navrae: me Norma Xhego-Madubela Tel: 021 888 5199 E-pos: idp@capewinelands.gov.za	17 Maart 2011 om 18:00 in die Stadsaal, Worcester GOP/Begrotingsvergadering
Raad keur die Hersiening van die Konsep-2011/2012 Geïntegreerde Ontwikkelingsplan (GOP) en die Konsep- 2011/2012, 2012/2013, en 2013/2014 Veeljarige Mediumtermyninkomste- en Uitgaweraamwerk (MTIUR) goed.	14 April 2011

Die Hersiening van die Konsep- 2011/2012 Geïntegreerde Ontwikkelingsplan (GOP) en die Konsep-2011/2012, 2012/2013, en 2013/2014 Veeljarige Mediumtermyninkomste- en Uitgaweraamwerk (MTIUR) lê ter insae by die Munisipale Kantore van die Kaapse Wynland Distriksmunisipaliteit, en enigeen wat nie kan skryf nie, kan die persone hieronder nader om hulp met die neerskryf van sy/haar kommentaar, insette of vertoë:

- Du Toitstraat 29, Stellenbosch (Mnr M.J. Lesch)
- Trappesstraat 51, Worcester (Me E.J. van Zyl)
- Hoofweg 194, Paarl (Me C.W. Dyers)
- Munnikstraat 27, Ceres (Me C. Conradie)
- Van Reenenstraat 40, Robertson (Me N.L. Qhankqiso)
- Badstraat 50, Montagu (Me C.E. Marais)

Kommentaar, vertoë en insette met betrekking tot die Hersiening van die Konsep- 2011/2012 Geïntegreerde Ontwikkelingsplan (GOP) en die Konsep- 2011/2012, 2012/2013, en 2013/2014 Veeljarige Mediumtermyninkomste- en Uitgaweraamwerk (MTIUR) moet die Kantoor van die Munisipale Bestuurder voor 15:00 op Vrydag, 8 April 2011 bereik.

Navrae kan gerig word aan: Kaapse Wynland Distriksmunisipaliteit, Posbus 100, Stellenbosch 7599 of tel. 0861 265 263, faks 023 342 8442 of per e-pos by:
admin@capewinelands.gov.za

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CAPE WINELANDS DISTRICT MUNICIPALITY

NOTICE

REVIEW OF THE DRAFT 2011/2012 INTEGRATED DEVELOPMENT PLAN (IDP)

AND THE

DRAFT 2011/2012, 2012/2013 & 2013/2014 MULTI-YEAR MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK (MTREF)

Notice is given in terms of Regulation 3(4)(b) of the Local Government: Municipal Planning and Performance Management Regulations, 2001, Section 21 of the Local Government: Municipal Systems Act, 2000 (Act No 32 of 2000) and Section 22 of the Local Government: Municipal Finance Management Act, 2003 (Act No 56 of 2003) that the Review of the draft 2011/2012 Integrated Development Plan (IDP) and the draft 2011/2012, 2012/2013 and 2013/2014 multi-year Medium Term Revenue and Expenditure Framework (MTREF) for the Cape Winelands District Municipality are available for inspection, public representations, inputs and comments.

The Review of the draft 2011/2012 Integrated Development Plan (IDP) and the draft 2011/2012; 2012/2013 & 2013/2014 multi-year Medium Term Revenue and Expenditure Framework (MTREF)	
Council approves the Review of the draft 2011/2012 Integrated Development Plan (IDP) and the draft 2011/2012; 2012/2013 & 2013/2014 multi-year Medium Term Revenue and Expenditure Framework (MTREF) for inspection, public representations, inputs and comments.	10 March 2011
Advertise for public representations, inputs and comments	10 March 2011
Public participation consulting the draft IDP and draft Budget Enquiries: ms Norma Xhego-Madubela Tel: 021 888 5199 E-mail: idp@capewinelands.gov.za	17 March 2011 at 18:00 in the City Hall, Worcester IDP/Budget Meeting
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MUNICIPAL MANAGER

CAPE WINELANDS DISTRICT
MUNICIPALITY • UMASIPALA

KAAPSE WYNLAND DISTRIKSMUNISIPALITEIT

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M. MGAJO
MUNICIPAL MANAGER

CAPE WINELANDS DISTRICT
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ANNEXURE A

1.SUMMARY OF OPERATING BUDGET: 2011/2012, 2012/2013, 2013/2014

	BUDGET 20011/2012			BUDGET 2012/2013			BUDGET 2013/2014		
	TOTAL EXPEND.	TOTAL INCOME	SURPLUS(-)/ DEFICIT	TOTAL EXPEND.	TOTAL INCOME	SURPLUS(-)/ DEFICIT	TOTAL EXPEND.	TOTAL INCOME	SURPLUS(-)/ DEFICIT
REGINAL DEVELOPMENT AND PLANNIG	41 811 127	-17 091 900	**24 719 227**	39 484 440	-17 963 000	21 521 440	41 987 820	-18 878 650	23 109 170
ENGINEERING AND INFRASTRUCTURE	143 181 970	-96 306 400	**46 875 570**	172 885 590	-111 270 300	61 615 290	176 322 607	-114 552 658	61 769 949
COMMUNITY AND DEVELOPMENTAL SERVICE	93 284 643	-1 461 780	**91 822 863**	94 678 766	-200 000	94 478 766	100 683 240	-200 000	100 483 240
RURAL AND SOCIAL DEVELOPMENT	23 497 150	-	**23 497 150**	21 783 130	-	21 783 130	23 209 620	-	23 209 620
CORPORATE SEVICES	65 442 268	-90 653 039	**-25 210 771**	65 951 323	-98 706 202	-32 754 879	68 779 553	-104 685 499	-35 905 946
OFFICE OF THE MUNICIPAL MANAGER	10 225 642	-	**10 225 642**	10 550 473	-	10 550 473	11 098 387	-	11 098 387
FINANCIAL SERVICES	18 637 919	-190 567 600	**-171 929 681**	19 248 880	-196 443 100	-177 194 220	18 496 680	-202 261 100	-183 764 420
	396 080 719	**-396 080 719**	**0**	**424 582 602**	**-424 582 602**	**0**	**440 577 907**	**-440 577 907**	**0**

ANNEXSURE "A"

1.SUMMARY OF DRAFT OPERATING BUDGET: 2010/2011, 2011/2012, 2012/2013

	BUDGET 20010/2011			BUDGET 2011/2012			BUDGET 2012/2013		
	TOTAL EXPEND.	TOTAL INCOME	SURPLUS(-)/ DEFICIT	TOTAL EXPEND.	TOTAL INCOME	SURPLUS(-)/ DEFICIT	TOTAL EXPEND.	TOTAL INCOME	SURPLUS(-)/ DEFICIT
ECONOMIC DEVELOPMENT AND PLANNING	24,119,350	-3,626,995	**20,492,355**	21,695,700	-67,600	21,628,100	21,545,780	-50,000	21,495,780
ENGENERING AND INFRASTRUCTURE	131,346,090	-105,196,342	**26,149,748**	145,599,480	-108,409,350	37,190,130	146,455,280	-112,505,100	33,950,180
COMMUNITY AND DEVELOPMENTAL SERVICE	80,651,067	-1,353,000	**79,298,067**	81,686,350	-220,000	81,466,350	87,280,103	-200,000	87,080,103
RURAL AND SOCIAL DEVELOPMENT	17,738,510	-	**17,738,510**	16,897,350	-	16,897,350	17,919,100	-	17,919,100
CORPORATE SEVICES	62,665,400	-48,868,584	**13,796,816**	57,785,500	-52,427,600	5,357,900	63,121,200	-57,182,400	5,938,800
OFFICE OF THE MUNICIPAL MANAGER	11,092,350	-	**11,092,350**	11,065,000	-	11,065,000	12,062,200	-	12,062,200
FINANCIAL SERVICES	16,203,954	-184,771,800	**-168,567,846**	16,972,770	-190,577,600	-173,604,830	18,007,938	-196,454,100	-178,446,162
	343,816,721	**-343,816,721**	**0**	**351,702,150**	**-351,702,150**	**0**	**366,391,600**	**-366,391,600**	**0**

SUMMARY OF DRAFT MTREF 2010/2011

ANNEXSURE "A"

Cost centre	Cost centre description	Expenditure: Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	Income: General Income	Service Levies & Interest	Surplus	Contributions Received	Total Income	-Surplus / Deficit
	ECONOMIC DEVELOPMENT															
1600	Manag.: Economic Development and Planning	1,049,200	337,000	14,400	68,000	-	1,468,600	621,600	-	2,090,200	-	-		-	-	2,090,200
1004	Local Economic Development	1,311,000	637,850	26,900	339,000	2,975,000	5,289,750	100,600	-	5,390,350	-	-		-445,479	-445,479	4,944,871
		2,360,200	974,850	41,300	407,000	2,975,000	6,758,350	722,200	-	7,480,550	-	-	-	-445,479	-445,479	7,035,071
	TOURISM															
1103	Tourism	1,808,700	4,881,850	3,700	110,400	1,990,100	8,794,750	379,000	-	9,173,750	-50,000	-	-	-	-50,000	9,123,750
	LAND- USE and SPATIAL PLANNING															
1521	Land-use and Spatial Planning	404,000	357,750	5,800	39,000	200,000	1,006,550	158,500	-	1,165,050	-16,000	-		-	-16,000	1,149,050
1522	Envronmental Planning	-	-	-	-	6,300,000	6,300,000	-	-	6,300,000	-	-	-2,500,000	-615,516	-3,115,516	3,184,484
		404,000	357,750	5,800	39,000	6,500,000	7,306,550	158,500	-	7,465,050	-16,000	-	-2,500,000	-615,516	-3,131,516	4,333,534
	CORPORATE SERVICES															
1102	Admin. Support Services	3,347,400	1,732,800	750,500	562,100	-	6,392,800	2,053,800	-	8,446,600	-	-		-	-	8,446,600
1100	Corporate Services	1,135,900	251,900	5,000	11,500	-	1,404,300	287,500	-	1,691,800	-	-		-	-	1,691,800
1010	Public Relations	772,400	1,772,800	4,000	45,000	-	2,594,200	158,700	-	2,752,900	-	-		-	-	2,752,900
1110	Human Resources Management	3,357,000	7,972,700	6,000	9,800	-	11,345,500	542,200	-	11,887,700	-1,086,700	-		-	-1,086,700	10,801,000
1164	Property Management	3,100,200	4,757,500	18,300	2,778,400	-	10,654,400		-10,546,900	107,500	-107,500	-		-	-107,500	-
1166	Communication / Telephone	508,500	3,278,600	8,900	14,600	-	3,810,600	31,000	-3,576,200	265,400	-265,400	-		-	-265,400	-
1310	Transport Pool	-	3,970,000	384,800	2,087,600	-	6,442,400	-	-6,442,400	-	-	-		-	-	-
1210	Information Technology	1,443,800	987,100	665,800	920,700	-	4,017,400	409,000	-4,426,400	-	-	-		-	-	-
		13,665,200	24,723,400	1,843,300	6,429,700	-	46,661,600	3,482,200	-24,991,900	25,151,900	-1,459,600	-	-	-	-1,459,600	23,692,300
	OFFICE OF THE MUNICIPAL MANAGER															
1001	Office of the Municipal Manager	1,152,000	232,100	7,500	8,700	-	1,400,300	510,200	-	1,910,500	-	-		-	-	1,910,500
1104	Soccer 2010	213,250	104,300	-	-	-	317,550	-	-	317,550	-	-		-	-	317,550
1020	Audit	1,414,800	794,600	4,500	26,300	-	2,240,200	262,300	-	2,502,500	-	-		-	-	2,502,500
1021	Risk Management	378,000	218,800	5,500	8,800	-	611,100	83,100	-	694,200	-	-		-	-	694,200
1511	Performance Management	636,500	207,000	14,000	13,700	500,000	1,371,200	118,000		1,489,200	-	-		-	-	1,489,200
1512	IDP	921,300	788,600	15,000	5,000	620,000	2,349,900	196,100	-	2,546,000	-	-		-	-	2,546,000
1513	Shared Service Center	672,500	157,300	2,500	2,000	600,000	1,434,300	198,100	-	1,632,400	-	-		-	-	1,632,400
		5,388,350	2,502,700	49,000	64,500	1,720,000	9,724,550	1,367,800	-	11,092,350	-	-	-	-	-	11,092,350

		Expenditure									Income				
Cost centre	Cost centre description	Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	General Income	Service Levies & Interest	Surplus	Contributions Received	Total Income	-Surplus / Deficit
	GOVERNANCE and COUNCILLOR SUPPORT															
1000	Expenditure of the Council	6,448,500	1,999,000	-	29,000	-	8,476,500	-	-	8,476,500	-	-		-	-	8,476,500
1002	Sundry Expenditure of Council	1,072,900	20,453,500	33,000	75,000	-	21,634,400	3,892,300	-5,500,000	20,026,700	-28,003,000	-		-19,382,100	-47,385,100	-27,358,400
1003	Office of the Mayor	2,327,000	2,038,500	7,300	10,500	600,000	4,983,300	518,600	-	5,501,900	-	-		-	-	5,501,900
1005	Office of the Speaker	1,272,800	145,300	1,600	3,300	-	1,423,000	167,300	-	1,590,300	-	-		-23,884	-23,884	1,566,416
1101	Councillor Support	1,540,400	125,600	6,900	3,300	-	1,676,200	241,900	-	1,918,100	-	-		-	-	1,918,100
		12,661,600	24,761,900	48,800	121,100	600,000	38,193,400	4,820,100	-5,500,000	37,513,500	-28,003,000	-	-	-19,405,984	-47,408,984	-9,895,484
	FINANCIAL SERVICES															
1201	Finance Dept.: Management and Finance	1,674,900	273,250	10,300	49,000	-	2,007,450	448,600	-	2,456,050	-88,800	-		-	-88,800	2,367,250
1202	Financial Management Grant	947,400	18,300	1,200	2,100	-	969,000	31,000	-	1,000,000	-	-		-1,000,000	-1,000,000	-
1205	Budget & Financial Service	1,871,100	101,000	6,800	109,300	-	2,088,200	421,600	-	2,509,800	-	-		-750,000	-750,000	1,759,800
1225	Income and Collection of Levies	900,500	637,200	6,800	7,900	-	1,552,400	889,600	-	2,442,000	-5,000	-9,000		-182,783,000	-182,797,000	-180,355,000
1235	Procurement	2,796,200	865,204	5,200	75,000	-	3,741,604	2,018,100	-961,200	4,798,504	-95,500	-		-	-95,500	4,703,004
1238	Expenditure	2,045,800	210,000	8,400	11,800	-	2,275,999	721,600	-	2,997,599	-40,500	-		-	-40,500	2,957,099
		10,235,900	2,104,954	38,700	255,100	-	12,634,654	4,530,500	-961,200	16,203,954	-229,800	-9,000	-	-184,533,000	-184,771,800	-168,567,846
	COMMUNITY AND DEVELOPMENTAL SERVICES															
1401	Manag.: Community and Developmental Services	1,581,400	207,040	4,600	18,000	-	1,811,040	291,900	-	2,102,940	-	-		-	-	2,102,940
1441	Municipal Health Services	18,612,400	3,078,300	49,100	230,000	7,089,000	29,058,800	2,132,000	-	31,190,800	-	-		-	-	31,190,800
1610	Disaster Management	1,990,600	2,600,400	99,500	1,100,000	1,450,000	7,240,500	436,300	-	7,676,800	-	-	-500,000	-	-500,000	7,176,800
1620	Fire Service	19,603,900	15,225,027	156,200	1,500,000	-	36,485,127	3,195,400	-	39,680,527	-220,000	-	-300,000	-333,000	-853,000	38,827,527
		41,788,300	21,110,767	309,400	2,848,000	8,539,000	74,595,467	6,055,600	-	80,651,067	-220,000	-	-800,000	-333,000	-1,353,000	79,298,067
	RURAL AND SOCIAL DEVELOPMENT															
1475	Social Development	1,830,500	1,044,760	3,800	22,000	8,500,000	11,401,060	333,600	-	11,734,660	-	-		-	-	11,734,660
1476	Safe House	121,200	226,750	3,300	12,300	-	363,550	125,200	-	488,750	-	-		-	-	488,750
1477	Rural Development	478,100	3,600	-	12,300	3,305,000	3,799,000	-		3,799,000	-	-		-	-	3,799,000
1478	Management: Rural and Social Development	1,441,700	256,900	11,000	4,700	-	1,714,300	1,800	-	1,716,100	-	-		-	-	1,716,100
		3,871,500	1,532,010	18,100	51,300	11,805,000	17,277,910	460,600	-	17,738,510	-	-	-	-	-	17,738,510

		Expenditure									Income					
Cost centre	Cost centre description	Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	General Income	Service Levies & Interest	Surplus	Contributions Received	Total Income	-Surplus / Deficit
	ENGENERING and INFRASTRUCTURE															
1165	Buildings : Maintenance	1,001,700	456,800	2,640,000	716,500	-	4,815,000		-4,773,100	41,900	-41,900	-		-	-41,900	-
1301	Eng. & Infrastructure Serv. : Management	974,000	263,420	1,200	43,300	-	1,281,920	397,100	-	1,679,020	-	-		-	-	1,679,020
1330	Projects and Housing	2,244,900	2,183,270	1,600	72,000	32,880,000	37,381,770	354,800	-	37,736,570	-1,201,900	-	-15,824,122	-2,435,000	-19,461,022	18,275,548
1331	WORKING FOR WATER (DWAF)	1,254,200	2,195,070	-	36,600	5,000,000	8,485,870	20,700	-	8,506,570	-	-		-8,506,570	-8,506,570	-
1334	WORKING FOR WATER (WORC)	692,400	1,555,750	-	-	3,600,000	5,848,150	-	-	5,848,150	-	-		-5,848,150	-5,848,150	-
1327	Technical Support Services	647,800	140,200	66,500	52,000	-	906,500	208,800	-	1,115,300	-1,300	-		-	-1,300	1,114,000
		6,815,000	6,794,510	2,709,300	920,400	41,480,000	58,719,210	981,400	-4,773,100	54,927,510	-1,245,100	-	-15,824,122	-16,789,720	-33,858,942	21,068,568
	PUBLIC TRANSPORT REGULATION															
1615	Public Transport Regulation	906,900	971,980	6,200	21,000	12,280,000	14,186,080	175,100	-	14,361,180	-	-	-5,100,000	-4,180,000	-9,280,000	5,081,180
	ROADS															
1360	Roads-Main/Div. Direct	-	-	62,057,400	-	-	62,057,400	-	-	62,057,400	-	-		-62,057,400	-62,057,400	-
1361	Roads-Main/Div. Indirect	26,442,500	1,973,600	13,392,900	-	-	41,809,000	5,500,000	-47,309,000	-0	-	-		-	-	-0
1362	Roads Management	4,195,900	35,300	-	-	-	4,231,200		-4,231,200	-	-	-		-	-	-
1363	Roads - Workshop	4,280,130	525,000	241,400	-	-	5,046,530	-	-5,046,530	-0	-	-		-	-	-0
1364	Roads - Plant	-	10,517,200	-	-	-	10,517,200	-	-10,517,200	-	-	-		-	-	-
	TOTAL AGENCY FUNCTIONS	34,918,530	13,051,100	75,691,700	-	-	123,661,330	5,500,000	-67,103,930	62,057,400	-	-		-62,057,400	-62,057,400	-0
		134,824,180	103,767,771	80,765,300	11,267,500	87,889,100	418,513,851	28,633,000	-103,330,130	343,816,721	-31,223,500	-9,000	-24,224,122	-288,360,099	-343,816,721	-

SUMMARY OF DRAFT MTREF 2011/2012

ANNEXSURE "A"

Cost centre	Cost centre description	Expenditure: Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	Income: General Income	Service Levies & Interest	Contributions Received	Total Income	-Surplus / Deficit
	ECONOMIC DEVELOPMENT														
1600	Manag.: Economic Development and Plannir	1,179,500	259,900	15,800	72,000	-	1,527,200	667,100	-	2,194,300	-	-	-	-	2,194,300
1004	Local Economic Development	1,151,745	674,770	29,600	350,000	3,160,000	5,366,115	77,700	-	5,443,815	-	-	-	-	5,443,815
		2,331,245	934,670	45,400	422,000	3,160,000	6,893,315	744,800	-	7,638,115	-	-	-	-	7,638,115
	TOURISM														
1103	Tourism	1,539,100	5,022,470	4,100	120,500	2,032,565	8,718,735	279,500	-	8,998,235	-50,000	-	-	-50,000	8,948,235
	LAND- USE and SPATIAL PLANNING														
1521	Land-use and Spatial Planning	435,900	399,950	6,200	42,000	250,000	1,134,050	135,300	-	1,269,350	-17,600	-	-	-17,600	1,251,750
1522	Envronmental Planning	-	-	-	-	3,790,000	3,790,000	-	-	3,790,000	-	-	-	-	3,790,000
		435,900	399,950	6,200	42,000	4,040,000	4,924,050	135,300	-	5,059,350	-17,600	-	-	-17,600	5,041,750
	CORPORATE SERVICES														
1102	Admin. Support Services	3,119,200	1,815,200	805,600	580,000	-	6,320,000	2,204,400	-	8,524,400	-	-	-	-	8,524,400
1100	Corporate Services	1,332,800	292,300	6,000	12,600	-	1,643,700	310,500	-	1,954,200	-	-	-	-	1,954,200
1010	Public Relations	829,900	1,559,000	5,000	46,000	-	2,439,900	172,000	-	2,611,900	-	-	-	-	2,611,900
1110	Human Resources Management	3,246,000	5,875,900	7,200	10,500	-	9,139,600	581,400	-	9,721,000	-554,700	-	-	-554,700	9,166,300
1164	Property Management	3,317,100	5,236,600	20,100	4,347,800	-	12,921,600		-12,798,500	123,100	-123,100	-	-	-123,100	-
1166	Communication / Telephone	544,100	3,605,500	10,800	-	-	4,160,400	35,000	-3,903,500	291,900	-291,900	-	-	-291,900	-
1310	Transport Pool	-	4,421,500	423,300	2,296,400	-	7,141,200	-	-7,141,200	-	-	-	-	-	-
1210	Information Technology	1,544,900	698,100	878,300	1,142,700	-	4,264,000	442,600	-4,706,600	-	-	-	-	-	-
		13,934,000	23,504,100	2,156,300	8,436,000	-	48,030,400	3,745,900	-28,549,800	23,226,500	-969,700	-	-	-969,700	22,256,800
	OFFICE OF THE MUNICIPAL MANAGER														
1001	Office of the Municipal Manager	1,294,800	248,200	8,000	8,800	-	1,559,800	520,000	-	2,079,800	-	-	-	-	2,079,800
1104	Soccer 2010	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1020	Audit	1,320,600	608,900	5,500	27,000	-	1,962,000	283,100	-	2,245,100	-	-	-	-	2,245,100
1021	Risk Management	458,200	271,400	6,000	9,800	-	745,400	88,000	-	833,400	-	-	-	-	833,400
1511	Performance Management	681,100	240,400	15,900	14,400	550,000	1,501,800	120,900		1,622,700	-	-	-	-	1,622,700
1512	IDP	985,900	1,050,200	16,500	5,000	304,000	2,361,600	209,900	-	2,571,500	-	-	-	-	2,571,500
1513	Shared Service Center	719,600	174,300	2,700	2,200	600,000	1,498,800	213,700	-	1,712,500	-	-	-	-	1,712,500
		5,460,200	2,593,400	54,600	67,200	1,454,000	9,629,400	1,435,600	-	11,065,000	-	-	-	-	11,065,000

		Expenditure									Income				
Cost centre	Cost centre description	Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	General Income	Service Levies & Interest	Contributions Received	Total Income	-Surplus / Deficit
	GOVERNANCE and COUNCILLOR SUPPORT														
1000	Expenditure of the Council	6,902,700	1,673,900	-	35,000	-	8,611,600	-	-	8,611,600	-	-	-	-	8,611,600
1002	Sundry Expenditure of Council	1,180,100	17,453,200	35,300	80,000	-	18,748,600	4,200,000	-6,000,000	16,948,600	-32,003,200	-	-19,454,700	-51,457,900	-34,509,300
1003	Office of the Mayor	2,553,900	1,680,700	7,800	12,800	642,000	4,897,200	544,700	-	5,441,900	-	-	-	-	5,441,900
1005	Office of the Speaker	1,361,800	152,100	1,700	3,500	-	1,519,100	177,400	-	1,696,500	-	-	-	-	1,696,500
1101	Councillor Support	1,455,400	136,300	7,400	3,500	-	1,602,600	257,800	-	1,860,400	-	-	-	-	1,860,400
		13,453,900	21,096,200	52,200	134,800	642,000	35,379,100	5,179,900	-6,000,000	34,559,000	-32,003,200	-	-19,454,700	-51,457,900	-16,898,900
	FINANCIAL SERVICES														
1201	Finance Dept.: Management and Finance	1,806,200	285,250	11,300	51,000	-	2,153,750	394,300	-	2,548,050	-97,600	-	-	-97,600	2,450,450
1202	Financial Management Grant	1,010,500	196,200	1,300	3,000	-	1,211,000	39,000	-	1,250,000	-	-	-1,250,000	-1,250,000	-
1205	Budget & Financial Service	2,037,000	115,900	7,500	115,000	-	2,275,400	450,800	-	2,726,200	-	-	-790,000	-790,000	1,936,200
1225	Income and Collection of Levies	974,000	687,700	7,200	8,200	-	1,677,100	453,000	-	2,130,100	-5,500	-10,000	-188,278,000	-188,293,500	-186,163,400
1235	Procurement	3,101,600	884,420	5,700	85,000	-	4,076,720	2,080,000	-1,047,300	5,109,420	-102,000	-	-	-102,000	5,007,420
1238	Expenditure	2,224,100	185,300	9,300	15,000	-	2,433,700	775,300	-	3,209,000	-44,500	-	-	-44,500	3,164,500
		11,153,400	2,354,770	42,300	277,200	-	13,827,670	4,192,400	-1,047,300	16,972,770	-249,600	-10,000	-190,318,000	-190,577,600	-173,604,830
	COMMUNITY AND DEVELOPMENTAL SERVICES														
1401	Manag.: Community and Developmental Ser	1,755,900	238,950	5,500	18,500	-	2,018,850	320,500	-	2,339,350	-	-	-	-	2,339,350
1441	Municipal Health Services	19,055,400	3,242,000	54,000	250,000	7,901,300	30,502,700	2,350,000	-	32,852,700	-	-	-	-	32,852,700
1610	Disaster Management	2,108,200	3,113,900	106,200	1,177,000	1,350,000	7,855,300	396,400	-	8,251,700	-	-	-	-	8,251,700
1620	Fire Service	18,382,100	14,961,200	178,700	1,650,000	-	35,172,000	3,070,600	-	38,242,600	-220,000	-	-	-220,000	38,022,600
		41,301,600	21,556,050	344,400	3,095,500	9,251,300	75,548,850	6,137,500	-	81,686,350	-220,000	-	-	-220,000	81,466,350
	RURAL AND SOCIAL DEVELOPMENT														
1475	Social Development	1,975,100	1,204,900	4,300	32,600	7,980,750	11,197,650	355,900	-	11,553,550	-	-	-	-	11,553,550
1476	Safe House	129,700	260,500	4,000	13,500	-	407,700	137,700	-	545,400	-	-	-	-	545,400
1477	Rural Development	511,600	3,900	-	-	2,383,600	2,899,100	-		2,899,100	-	-	-	-	2,899,100
1478	Management: Rural and Social Development	1,585,500	294,700	12,000	5,200	-	1,897,400	1,900	-	1,899,300	-	-	-	-	1,899,300
		4,201,900	1,764,000	20,300	51,300	10,364,350	16,401,850	495,500	-	16,897,350	-	-	-	-	16,897,350

		Expenditure									Income				
Cost centre	Cost centre description	Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	General Income	Service Levies & Interest	Contributions Received	Total Income	-Surplus / Deficit
	ENGENERING and INFRASTRUCTURE														
1165	Buildings : Maintenance	1,059,200	502,200	2,755,500	781,000	-	5,097,900		-5,053,000	44,900	-44,900	-	-	-44,900	-
1301	Eng. & Infrastructure Serv. : Management	1,106,100	175,500	1,300	50,900	-	1,333,800	426,500	-	1,760,300	-	-	-	-	1,760,300
1330	Projects and Housing	2,219,900	1,330,790	1,700	120,000	45,100,000	48,772,390	431,100	-	49,203,490	-1,322,900	-	-22,897,000	-24,219,900	24,983,590
1331	WORKING FOR WATER (DWAF)	1,340,400	1,508,000	-	40,000	5,500,000	8,388,400	23,000	-	8,411,400	-	-	-8,411,400	-8,411,400	-
1334	WORKING FOR WATER (WORC)	740,800	1,473,600	-	-	4,200,000	6,414,400	-	-	6,414,400	-	-	-6,414,400	-6,414,400	-
1327	Technical Support Services	614,100	158,340	73,200	66,500	-	912,140	224,800	-	1,136,940	-1,400	-	-	-1,400	1,135,540
		7,080,500	5,148,430	2,831,700	1,058,400	54,800,000	70,919,030	1,105,400	-5,053,000	66,971,430	-1,369,200	-	-37,722,800	-39,092,000	27,879,430
	PUBLIC TRANSPORT REGULATION														
1615	Public Transport Regulation	984,300	1,109,800	7,500	21,600	10,653,000	12,776,200	187,500	-	12,963,700	-	-	-3,653,000	-3,653,000	9,310,700
	ROADS														
1360	Roads-Main/Div. Direct	-	-	65,664,350	-	-	65,664,350	-	-	65,664,350	-	-	-65,664,350	-65,664,350	-
1361	Roads-Main/Div. Indirect	28,293,000	2,207,600	13,405,300	-	-	43,905,900	6,000,000	-49,905,900	-	-	-	-	-	-
1362	Roads Management	4,403,700	37,750	-	-	-	4,441,450		-4,441,450	-	-	-	-	-	-
1363	Roads - Workshop	4,579,800	589,800	251,600	-	-	5,421,200	-	-5,421,200	-	-	-	-	-	-
1364	Roads - Plant	-	11,317,000	-	-	-	11,317,000	-	-11,317,000	-	-	-	-	-	-
	TOTAL AGENCY FUNCTIONS	37,276,500	14,152,150	79,321,250	-	-	130,749,900	6,000,000	-71,085,550	65,664,350	-	-	-65,664,350	-65,664,350	-
		139,152,545	99,635,990	84,886,250	13,726,500	96,397,215	433,798,500	29,639,300	-111,735,650	351,702,150	-34,879,300	-10,000	-316,812,850	-351,702,150	0

SUMMARY OF DRAFT MTREF 2012/2013

ANNEXSURE "A"

Cost centre	Cost centre description	Expenditure: Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	Income: General Income	Service Levies & Interest Contributions Received	Total Income	-Surplus / Deficit
	ECONOMIC DEVELOPMENT													
1600	Manag.: Economic Development and Plann	1,275,700	283,900	17,400	74,000	-	1,651,000	712,000	-	2,363,000	-	-	-	2,363,000
1004	Local Economic Development	1,109,300	713,290	29,600	365,000	3,513,500	5,730,690	83,100	-	5,813,790	-	-	-	5,813,790
		2,385,000	997,190	47,000	439,000	3,513,500	7,381,690	795,100	-	8,176,790	-	-	-	8,176,790
	TOURISM													
1103	Tourism	1,129,200	5,176,590	4,500	132,000	2,255,900	8,698,190	-	-	8,698,190	-50,000	-	-50,000	8,648,190
	LAND- USE and SPATIAL PLANNING													
1521	Land-use and Spatial Planning	469,900	442,700	6,600	44,900	270,000	1,234,100	144,700	-	1,378,800	-	-	-	1,378,800
1522	Envronmental Planning	-	-	-	-	3,292,000	3,292,000	-	-	3,292,000	-	-	-	3,292,000
		469,900	442,700	6,600	44,900	3,562,000	4,526,100	144,700	-	4,670,800	-	-	-	4,670,800
	CORPORATE SERVICES													
1102	Admin. Support Services	2,763,500	1,882,100	877,200	600,000	-	6,122,800	2,364,200	-	8,487,000	-	-	-	8,487,000
1100	Corporate Services	1,436,700	312,700	6,000	13,500	-	1,768,900	333,800	-	2,102,700	-	-	-	2,102,700
1010	Public Relations	891,700	1,668,200	5,400	47,000	-	2,612,300	185,800	-	2,798,100	-	-	-	2,798,100
1110	Human Resources Management	2,972,400	7,166,300	7,700	11,400	-	10,157,800	617,400	-	10,775,200	-593,500	-	-593,500	10,181,700
1164	Property Management	3,549,300	5,690,300	21,500	4,652,100	-	13,913,200		-13,781,500	131,700	-131,700	-	-131,700	-
1166	Communication / Telephone	582,200	3,743,300	11,600	-	-	4,337,100	39,000	-4,063,800	312,300	-312,300	-	-312,300	-
1310	Transport Pool	-	4,545,600	452,900	2,457,100	-	7,455,600	-	-7,455,600	-	-	-	-	-
1210	Information Technology	1,652,800	746,910	939,800	1,222,700	-	4,562,210	477,700	-5,039,910	-	-	-	-	-
		13,848,600	25,755,410	2,322,100	9,003,800	-	50,929,910	4,017,900	-30,340,810	24,607,000	-1,037,500	-	-1,037,500	23,569,500
	OFFICE OF THE MUNICIPAL MANAGER													
1001	Office of the Municipal Manager	1,392,900	263,100	8,600	9,400	-	1,674,000	555,800	-	2,229,800	-	-	-	2,229,800
1104	Soccer 2010	-	-	-	-	-	-	-	-	-	-	-	-	-
1020	Audit	1,254,000	668,200	6,000	28,000	-	1,956,200	305,700	-	2,261,900	-	-	-	2,261,900
1021	Risk Management	490,000	325,200	6,500	10,800	-	832,500	93,500	-	926,000	-	-	-	926,000
1511	Performance Management	728,700	252,200	16,000	15,200	600,000	1,612,100	129,700		1,741,800	-	-	-	1,741,800
1512	IDP	1,054,900	1,501,500	17,600	5,400	325,000	2,904,400	225,000	-	3,129,400	-	-	-	3,129,400
1513	Shared Service Center	770,000	178,400	2,700	2,500	600,000	1,553,600	219,700	-	1,773,300	-	-	-	1,773,300
		5,690,500	3,188,600	57,400	71,300	1,525,000	10,532,800	1,529,400	-	12,062,200	-	-	-	12,062,200

		Expenditure									Income				
Cost centre	Cost centre description	Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	General Income	Service Levies & Interest	Contributions Received	Total Income	-Surplus / Deficit
	GOVERNANCE and COUNCILLOR SUPPORT														
1000	Expenditure of the Council	7,387,400	2,288,500	-	40,000	-	9,715,900	-	-	9,715,900	-	-	-	-	9,715,900
1002	Sundry Expenditure of Council	1,335,800	19,666,900	37,800	82,000	-	21,122,500	4,500,000	-6,600,000	19,022,500	-34,003,400	-	-22,141,500	-56,144,900	-37,122,400
1003	Office of the Mayor	2,743,200	1,875,700	8,300	13,700	686,900	5,327,800	586,000	-	5,913,800	-	-	-	-	5,913,800
1005	Office of the Speaker	1,457,100	162,700	1,800	3,700	-	1,625,300	191,400	-	1,816,700	-	-	-	-	1,816,700
1101	Councillor Support	1,598,200	145,600	7,900	4,000	-	1,755,700	289,600	-	2,045,300	-	-	-	-	2,045,300
		14,521,700	24,139,400	55,800	143,400	686,900	39,547,200	5,567,000	-6,600,000	38,514,200	-34,003,400	-	-22,141,500	-56,144,900	-17,630,700
	FINANCIAL SERVICES														
1201	Finance Dept.: Management and Finance	1,904,000	305,260	12,100	55,000	-	2,276,360	423,500	-	2,699,860	-104,400	-	-	-104,400	2,595,460
1202	Financial Management Grant	1,081,400	118,200	1,400	4,000	-	1,205,000	45,000	-	1,250,000	-	-	-1,250,000	-1,250,000	-
1205	Budget & Financial Service	2,215,600	124,200	8,000	120,000	-	2,467,800	484,000	-	2,951,800	-	-	-1,000,000	-1,000,000	1,951,800
1225	Income and Collection of Levies	1,052,700	735,300	7,700	9,500	-	1,805,200	483,000	-	2,288,200	-6,000	-11,000	-193,926,000	-193,943,000	-191,654,800
1235	Procurement	3,324,600	931,978	6,000	95,000	-	4,357,578	2,185,000	-1,120,600	5,421,978	-109,100	-	-	-109,100	5,312,878
1238	Expenditure	2,364,700	246,200	10,000	18,000	-	2,638,900	757,200	-	3,396,100	-47,600	-	-	-47,600	3,348,500
		11,943,000	2,461,138	45,200	301,500	-	14,750,838	4,377,700	-1,120,600	18,007,938	-267,100	-11,000	-196,176,000	-196,454,100	-178,446,162
	COMMUNITY AND DEVELOPMENTAL SERVICES														
1401	Manag.: Community and Developmental Se	1,899,700	252,950	5,600	19,800	-	2,178,050	343,800	-	2,521,850	-	-	-	-	2,521,850
1441	Municipal Health Services	20,511,173	3,732,000	59,000	270,000	7,481,580	32,053,753	2,600,000	-	34,653,753	-	-	-	-	34,653,753
1610	Disaster Management	2,266,300	3,494,600	118,000	1,200,000	1,350,000	8,428,900	418,100	-	8,847,000	-	-	-	-	8,847,000
1620	Fire Service	18,814,900	17,211,000	188,000	1,750,000	-	37,963,900	3,293,600	-	41,257,500	-200,000	-	-	-200,000	41,057,500
		43,492,073	24,690,550	370,600	3,239,800	8,831,580	80,624,603	6,655,500	-	87,280,103	-200,000	-	-	-200,000	87,080,103
	RURAL AND SOCIAL DEVELOPMENT														
1475	Social Development	2,132,000	1,340,600	4,600	34,900	7,542,100	11,054,200	377,400	-	11,431,600	-	-	-	-	11,431,600
1476	Safe House	138,900	279,100	4,000	14,900	-	436,900	147,300	-	584,200	-	-	-	-	584,200
1477	Rural Development	1,347,500	4,200	-	-	2,519,500	3,871,200	-		3,871,200	-	-	-	-	3,871,200
1478	Management: Rural and Social Developme	1,696,500	315,100	12,800	5,700	-	2,030,100	2,000	-	2,032,100	-	-	-	-	2,032,100
		5,314,900	1,939,000	21,400	55,500	10,061,600	17,392,400	526,700	-	17,919,100	-	-	-	-	17,919,100

		Expenditure									Income				
Cost centre	Cost centre description	Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	General Income	Service Levies & Interest	Contributions Received	Total Income	-Surplus / Deficit
	ENGENERING and INFRASTRUCTURE														
1165	Buildings : Maintenance	1,133,500	560,900	2,900,000	-	-	4,594,400		-4,546,300	48,100	-48,100	-	-	-48,100	-
1301	Eng. & Infrastructure Serv. : Management	1,204,600	187,600	1,500	58,100	-	1,451,800	470,000	-	1,921,800	-	-	-	-	1,921,800
1330	Projects and Housing	1,988,000	1,438,400	1,800	130,000	36,950,000	40,508,200	460,300	-	40,968,500	-1,415,500	-	-24,459,000	-25,874,500	15,094,000
1331	WORKING FOR WATER (DWAF)	1,434,600	1,565,800	-	42,000	6,000,000	9,042,400	25,000	-	9,067,400	-	-	-9,067,400	-9,067,400	-
1334	WORKING FOR WATER (WORC)	792,600	1,592,000	-	-	4,700,000	7,084,600	-	-	7,084,600	-	-	-7,084,600	-7,084,600	-
1327	Technical Support Services	455,000	172,150	80,000	71,000	-	778,150	241,400	-	1,019,550	-1,500	-	-	-1,500	1,018,050
		7,008,300	5,516,850	2,983,300	301,100	47,650,000	63,459,550	1,196,700	-4,546,300	60,109,950	-1,465,100	-	-40,611,000	-42,076,100	18,033,850
	PUBLIC TRANSPORT REGULATION														
1615	Public Transport Regulation	1,067,300	1,115,130	8,000	23,100	15,083,000	17,296,530	202,800	-	17,499,330	-	-	-1,583,000	-1,583,000	15,916,330
	ROADS														
1360	Roads-Main/Div. Direct	-	-	68,846,000	-	-	68,846,000	-	-	68,846,000	-	-	-68,846,000	-68,846,000	-
1361	Roads-Main/Div. Indirect	30,273,600	2,457,700	13,420,000	-	-	46,151,300	6,600,000	-52,751,300	-	-	-	-	-	-
1362	Roads Management	4,712,000	40,400	-	-	-	4,752,400		-4,752,400	-	-	-	-	-	-
1363	Roads - Workshop	3,900,400	665,500	262,000	-	-	4,827,900	-	-4,827,900	-	-	-	-	-	-
1364	Roads - Plant	-	11,342,300	-	-	-	11,342,300	-	-11,342,300	-	-	-	-	-	-
	TOTAL AGENCY FUNCTIONS	38,886,000	14,505,900	82,528,000	-	-	135,919,900	6,600,000	-73,673,900	68,846,000	-	-	-68,846,000	-68,846,000	-
		145,756,473	109,928,458	88,449,900	13,755,400	93,169,480	451,059,710	31,613,500	-116,281,610	366,391,600	-37,023,100	-11,000	-329,357,500	-366,391,600	0

ANNEXSURE "A"

1.SUMMARY OF DRAFT OPERATING BUDGET: 2010/2011, 2011/2012, 2012/2013

	BUDGET 20010/2011			BUDGET 2011/2012			BUDGET 2012/2013		
	TOTAL EXPEND.	TOTAL INCOME	SURPLUS(-)/ DEFICIT	TOTAL EXPEND.	TOTAL INCOME	SURPLUS(-)/ DEFICIT	TOTAL EXPEND.	TOTAL INCOME	SURPLUS(-)/ DEFICIT
ECONOMIC DEVELOPMENT AND PLANNING	24,119,350	-3,626,995	**20,492,355**	21,695,700	-67,600	21,628,100	21,545,780	-50,000	21,495,780
ENGENERING AND INFRASTRUCTURE	131,346,090	-105,196,342	**26,149,748**	145,599,480	-108,409,350	37,190,130	146,455,280	-112,505,100	33,950,180
COMMUNITY AND DEVELOPMENTAL SERVICE	80,651,067	-1,353,000	**79,298,067**	81,686,350	-220,000	81,466,350	87,280,103	-200,000	87,080,103
RURAL AND SOCIAL DEVELOPMENT	17,738,510	-	**17,738,510**	16,897,350	-	16,897,350	17,919,100	-	17,919,100
CORPORATE SEVICES	62,665,400	-48,868,584	**13,796,816**	57,785,500	-52,427,600	5,357,900	63,121,200	-57,182,400	5,938,800
OFFICE OF THE MUNICIPAL MANAGER	11,092,350	-	**11,092,350**	11,065,000	-	11,065,000	12,062,200	-	12,062,200
FINANCIAL SERVICES	16,203,954	-184,771,800	**-168,567,846**	16,972,770	-190,577,600	-173,604,830	18,007,938	-196,454,100	-178,446,162
	343,816,721	**-343,816,721**	**0**	**351,702,150**	**-351,702,150**	**0**	**366,391,600**	**-366,391,600**	**0**

SUMMARY OF DRAFT MTREF 2010/2011

ANNEXSURE "A"

Cost centre	Cost centre description	Expenditure: Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	Income: General Income	Service Levies & Interest	Surplus	Contributions Received	Total Income	-Surplus / Deficit
	ECONOMIC DEVELOPMENT															
1600	Manag.: Economic Development and Planning	1,049,200	337,000	14,400	68,000	-	1,468,600	621,600	-	2,090,200	-	-		-	-	2,090,200
1004	Local Economic Development	1,311,000	637,850	26,900	339,000	2,975,000	5,289,750	100,600	-	5,390,350	-	-		-445,479	-445,479	4,944,871
		2,360,200	974,850	41,300	407,000	2,975,000	6,758,350	722,200	-	7,480,550	-	-	-	-445,479	-445,479	7,035,071
	TOURISM															
1103	Tourism	1,808,700	4,881,850	3,700	110,400	1,990,100	8,794,750	379,000	-	9,173,750	-50,000	-	-	-	-50,000	9,123,750
	LAND- USE and SPATIAL PLANNING															
1521	Land-use and Spatial Planning	404,000	357,750	5,800	39,000	200,000	1,006,550	158,500	-	1,165,050	-16,000	-		-	-16,000	1,149,050
1522	Envronmental Planning	-	-	-	-	6,300,000	6,300,000	-	-	6,300,000	-	-	-2,500,000	-615,516	-3,115,516	3,184,484
		404,000	357,750	5,800	39,000	6,500,000	7,306,550	158,500	-	7,465,050	-16,000	-	-2,500,000	-615,516	-3,131,516	4,333,534
	CORPORATE SERVICES															
1102	Admin. Support Services	3,347,400	1,732,800	750,500	562,100	-	6,392,800	2,053,800	-	8,446,600	-	-		-	-	8,446,600
1100	Corporate Services	1,135,900	251,900	5,000	11,500	-	1,404,300	287,500	-	1,691,800	-	-		-	-	1,691,800
1010	Public Relations	772,400	1,772,800	4,000	45,000	-	2,594,200	158,700	-	2,752,900	-	-		-	-	2,752,900
1110	Human Resources Management	3,357,000	7,972,700	6,000	9,800	-	11,345,500	542,200	-	11,887,700	-1,086,700	-		-	-1,086,700	10,801,000
1164	Property Management	3,100,200	4,757,500	18,300	2,778,400	-	10,654,400		-10,546,900	107,500	-107,500	-		-	-107,500	-
1166	Communication / Telephone	508,500	3,278,600	8,900	14,600	-	3,810,600	31,000	-3,576,200	265,400	-265,400	-		-	-265,400	-
1310	Transport Pool	-	3,970,000	384,800	2,087,600	-	6,442,400	-	-6,442,400	-	-	-		-	-	-
1210	Information Technology	1,443,800	987,100	665,800	920,700	-	4,017,400	409,000	-4,426,400	-	-	-		-	-	-
		13,665,200	24,723,400	1,843,300	6,429,700	-	46,661,600	3,482,200	-24,991,900	25,151,900	-1,459,600	-	-	-	-1,459,600	23,692,300
	OFFICE OF THE MUNICIPAL MANAGER															
1001	Office of the Municipal Manager	1,152,000	232,100	7,500	8,700	-	1,400,300	510,200	-	1,910,500	-	-		-	-	1,910,500
1104	Soccer 2010	213,250	104,300	-	-	-	317,550	-	-	317,550	-	-		-	-	317,550
1020	Audit	1,414,800	794,600	4,500	26,300	-	2,240,200	262,300	-	2,502,500	-	-		-	-	2,502,500
1021	Risk Management	378,000	218,800	5,500	8,800	-	611,100	83,100	-	694,200	-	-		-	-	694,200
1511	Performance Management	636,500	207,000	14,000	13,700	500,000	1,371,200	118,000		1,489,200	-	-		-	-	1,489,200
1512	IDP	921,300	788,600	15,000	5,000	620,000	2,349,900	196,100	-	2,546,000	-	-		-	-	2,546,000
1513	Shared Service Center	672,500	157,300	2,500	2,000	600,000	1,434,300	198,100	-	1,632,400	-	-		-	-	1,632,400
		5,388,350	2,502,700	49,000	64,500	1,720,000	9,724,550	1,367,800	-	11,092,350	-	-	-	-	-	11,092,350

		Expenditure									Income				
Cost centre	Cost centre description	Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	General Income	Service Levies & Interest	Surplus	Contributions Received	Total Income	-Surplus / Deficit
	GOVERNANCE and COUNCILLOR SUPPORT															
1000	Expenditure of the Council	6,448,500	1,999,000	-	29,000	-	8,476,500	-	-	8,476,500	-	-		-	-	8,476,500
1002	Sundry Expenditure of Council	1,072,900	20,453,500	33,000	75,000	-	21,634,400	3,892,300	-5,500,000	20,026,700	-28,003,000	-		-19,382,100	-47,385,100	-27,358,400
1003	Office of the Mayor	2,327,000	2,038,500	7,300	10,500	600,000	4,983,300	518,600	-	5,501,900	-	-		-	-	5,501,900
1005	Office of the Speaker	1,272,800	145,300	1,600	3,300	-	1,423,000	167,300	-	1,590,300	-	-		-23,884	-23,884	1,566,416
1101	Councillor Support	1,540,400	125,600	6,900	3,300	-	1,676,200	241,900	-	1,918,100	-	-		-	-	1,918,100
		12,661,600	24,761,900	48,800	121,100	600,000	38,193,400	4,820,100	-5,500,000	37,513,500	-28,003,000	-	-	-19,405,984	-47,408,984	-9,895,484
	FINANCIAL SERVICES															
1201	Finance Dept.: Management and Finance	1,674,900	273,250	10,300	49,000	-	2,007,450	448,600	-	2,456,050	-88,800	-		-	-88,800	2,367,250
1202	Financial Management Grant	947,400	18,300	1,200	2,100	-	969,000	31,000	-	1,000,000	-	-		-1,000,000	-1,000,000	-
1205	Budget & Financial Service	1,871,100	101,000	6,800	109,300	-	2,088,200	421,600	-	2,509,800	-	-		-750,000	-750,000	1,759,800
1225	Income and Collection of Levies	900,500	637,200	6,800	7,900	-	1,552,400	889,600	-	2,442,000	-5,000	-9,000		-182,783,000	-182,797,000	-180,355,000
1235	Procurement	2,796,200	865,204	5,200	75,000	-	3,741,604	2,018,100	-961,200	4,798,504	-95,500	-		-	-95,500	4,703,004
1238	Expenditure	2,045,800	210,000	8,400	11,800	-	2,275,999	721,600	-	2,997,599	-40,500	-		-	-40,500	2,957,099
		10,235,900	2,104,954	38,700	255,100	-	12,634,654	4,530,500	-961,200	16,203,954	-229,800	-9,000	-	-184,533,000	-184,771,800	-168,567,846
	COMMUNITY AND DEVELOPMENTAL SERVICES															
1401	Manag.: Community and Developmental Services	1,581,400	207,040	4,600	18,000	-	1,811,040	291,900	-	2,102,940	-	-		-	-	2,102,940
1441	Municipal Health Services	18,612,400	3,078,300	49,100	230,000	7,089,000	29,058,800	2,132,000	-	31,190,800	-	-		-	-	31,190,800
1610	Disaster Management	1,990,600	2,600,400	99,500	1,100,000	1,450,000	7,240,500	436,300	-	7,676,800	-	-	-500,000	-	-500,000	7,176,800
1620	Fire Service	19,603,900	15,225,027	156,200	1,500,000	-	36,485,127	3,195,400	-	39,680,527	-220,000	-	-300,000	-333,000	-853,000	38,827,527
		41,788,300	21,110,767	309,400	2,848,000	8,539,000	74,595,467	6,055,600	-	80,651,067	-220,000	-	-800,000	-333,000	-1,353,000	79,298,067
	RURAL AND SOCIAL DEVELOPMENT															
1475	Social Development	1,830,500	1,044,760	3,800	22,000	8,500,000	11,401,060	333,600	-	11,734,660	-	-		-	-	11,734,660
1476	Safe House	121,200	226,750	3,300	12,300	-	363,550	125,200	-	488,750	-	-		-	-	488,750
1477	Rural Development	478,100	3,600	-	12,300	3,305,000	3,799,000	-		3,799,000	-	-		-	-	3,799,000
1478	Management: Rural and Social Development	1,441,700	256,900	11,000	4,700	-	1,714,300	1,800	-	1,716,100	-	-		-	-	1,716,100
		3,871,500	1,532,010	18,100	51,300	11,805,000	17,277,910	460,600	-	17,738,510	-	-	-	-	-	17,738,510

		Expenditure									Income					
Cost centre	Cost centre description	Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	General Income	Service Levies & Interest	Surplus	Contributions Received	Total Income	-Surplus / Deficit
	ENGENERING and INFRASTRUCTURE															
1165	Buildings : Maintenance	1,001,700	456,800	2,640,000	716,500	-	4,815,000		-4,773,100	41,900	-41,900	-		-	-41,900	-
1301	Eng. & Infrastructure Serv. : Management	974,000	263,420	1,200	43,300	-	1,281,920	397,100	-	1,679,020	-	-		-	-	1,679,020
1330	Projects and Housing	2,244,900	2,183,270	1,600	72,000	32,880,000	37,381,770	354,800	-	37,736,570	-1,201,900	-	-15,824,122	-2,435,000	-19,461,022	18,275,548
1331	WORKING FOR WATER (DWAF)	1,254,200	2,195,070	-	36,600	5,000,000	8,485,870	20,700	-	8,506,570	-	-		-8,506,570	-8,506,570	-
1334	WORKING FOR WATER (WORC)	692,400	1,555,750	-	-	3,600,000	5,848,150	-	-	5,848,150	-	-		-5,848,150	-5,848,150	-
1327	Technical Support Services	647,800	140,200	66,500	52,000	-	906,500	208,800	-	1,115,300	-1,300	-		-	-1,300	1,114,000
		6,815,000	6,794,510	2,709,300	920,400	41,480,000	58,719,210	981,400	-4,773,100	54,927,510	-1,245,100	-	-15,824,122	-16,789,720	-33,858,942	21,068,568
	PUBLIC TRANSPORT REGULATION															
1615	Public Transport Regulation	906,900	971,980	6,200	21,000	12,280,000	14,186,080	175,100	-	14,361,180	-	-	-5,100,000	-4,180,000	-9,280,000	5,081,180
	ROADS															
1360	Roads-Main/Div. Direct	-	-	62,057,400	-	-	62,057,400	-	-	62,057,400	-	-		-62,057,400	-62,057,400	-
1361	Roads-Main/Div. Indirect	26,442,500	1,973,600	13,392,900	-	-	41,809,000	5,500,000	-47,309,000	-0	-	-		-	-	-0
1362	Roads Management	4,195,900	35,300	-	-	-	4,231,200		-4,231,200	-	-	-		-	-	-
1363	Roads - Workshop	4,280,130	525,000	241,400	-	-	5,046,530	-	-5,046,530	-0	-	-		-	-	-0
1364	Roads - Plant	-	10,517,200	-	-	-	10,517,200	-	-10,517,200	-	-	-		-	-	-
	TOTAL AGENCY FUNCTIONS	34,918,530	13,051,100	75,691,700	-	-	123,661,330	5,500,000	-67,103,930	62,057,400	-	-		-62,057,400	-62,057,400	-0
		134,824,180	103,767,771	80,765,300	11,267,500	87,889,100	418,513,851	28,633,000	-103,330,130	343,816,721	-31,223,500	-9,000	-24,224,122	-288,360,099	-343,816,721	-

SUMMARY OF DRAFT MTREF 2011/2012

ANNEXSURE "A"

Cost centre	Cost centre description	Expenditure: Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	Income: General Income	Service Levies & Interest	Contributions Received	Total Income	-Surplus / Deficit
	ECONOMIC DEVELOPMENT														
1600	Manag.: Economic Development and Plannir	1,179,500	259,900	15,800	72,000	-	1,527,200	667,100	-	2,194,300	-	-	-	-	2,194,300
1004	Local Economic Development	1,151,745	674,770	29,600	350,000	3,160,000	5,366,115	77,700	-	5,443,815	-	-	-	-	5,443,815
		2,331,245	934,670	45,400	422,000	3,160,000	6,893,315	744,800	-	7,638,115	-	-	-	-	7,638,115
	TOURISM														
1103	Tourism	1,539,100	5,022,470	4,100	120,500	2,032,565	8,718,735	279,500	-	8,998,235	-50,000	-	-	-50,000	8,948,235
	LAND- USE and SPATIAL PLANNING														
1521	Land-use and Spatial Planning	435,900	399,950	6,200	42,000	250,000	1,134,050	135,300	-	1,269,350	-17,600	-	-	-17,600	1,251,750
1522	Envronmental Planning	-	-	-	-	3,790,000	3,790,000	-	-	3,790,000	-	-	-	-	3,790,000
		435,900	399,950	6,200	42,000	4,040,000	4,924,050	135,300	-	5,059,350	-17,600	-	-	-17,600	5,041,750
	CORPORATE SERVICES														
1102	Admin. Support Services	3,119,200	1,815,200	805,600	580,000	-	6,320,000	2,204,400	-	8,524,400	-	-	-	-	8,524,400
1100	Corporate Services	1,332,800	292,300	6,000	12,600	-	1,643,700	310,500	-	1,954,200	-	-	-	-	1,954,200
1010	Public Relations	829,900	1,559,000	5,000	46,000	-	2,439,900	172,000	-	2,611,900	-	-	-	-	2,611,900
1110	Human Resources Management	3,246,000	5,875,900	7,200	10,500	-	9,139,600	581,400	-	9,721,000	-554,700	-	-	-554,700	9,166,300
1164	Property Management	3,317,100	5,236,600	20,100	4,347,800	-	12,921,600		-12,798,500	123,100	-123,100	-	-	-123,100	-
1166	Communication / Telephone	544,100	3,605,500	10,800	-	-	4,160,400	35,000	-3,903,500	291,900	-291,900	-	-	-291,900	-
1310	Transport Pool	-	4,421,500	423,300	2,296,400	-	7,141,200	-	-7,141,200	-	-	-	-	-	-
1210	Information Technology	1,544,900	698,100	878,300	1,142,700	-	4,264,000	442,600	-4,706,600	-	-	-	-	-	-
		13,934,000	23,504,100	2,156,300	8,436,000	-	48,030,400	3,745,900	-28,549,800	23,226,500	-969,700	-	-	-969,700	22,256,800
	OFFICE OF THE MUNICIPAL MANAGER														
1001	Office of the Municipal Manager	1,294,800	248,200	8,000	8,800	-	1,559,800	520,000	-	2,079,800	-	-	-	-	2,079,800
1104	Soccer 2010	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1020	Audit	1,320,600	608,900	5,500	27,000	-	1,962,000	283,100	-	2,245,100	-	-	-	-	2,245,100
1021	Risk Management	458,200	271,400	6,000	9,800	-	745,400	88,000	-	833,400	-	-	-	-	833,400
1511	Performance Management	681,100	240,400	15,900	14,400	550,000	1,501,800	120,900		1,622,700	-	-	-	-	1,622,700
1512	IDP	985,900	1,050,200	16,500	5,000	304,000	2,361,600	209,900	-	2,571,500	-	-	-	-	2,571,500
1513	Shared Service Center	719,600	174,300	2,700	2,200	600,000	1,498,800	213,700	-	1,712,500	-	-	-	-	1,712,500
		5,460,200	2,593,400	54,600	67,200	1,454,000	9,629,400	1,435,600	-	11,065,000	-	-	-	-	11,065,000

		Expenditure									Income				
Cost centre	Cost centre description	Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	General Income	Service Levies & Interest	Contributions Received	Total Income	-Surplus / Deficit
	GOVERNANCE and COUNCILLOR SUPPORT														
1000	Expenditure of the Council	6,902,700	1,673,900	-	35,000	-	8,611,600	-	-	8,611,600	-	-	-	-	8,611,600
1002	Sundry Expenditure of Council	1,180,100	17,453,200	35,300	80,000	-	18,748,600	4,200,000	-6,000,000	16,948,600	-32,003,200	-	-19,454,700	-51,457,900	-34,509,300
1003	Office of the Mayor	2,553,900	1,680,700	7,800	12,800	642,000	4,897,200	544,700	-	5,441,900	-	-	-	-	5,441,900
1005	Office of the Speaker	1,361,800	152,100	1,700	3,500	-	1,519,100	177,400	-	1,696,500	-	-	-	-	1,696,500
1101	Councillor Support	1,455,400	136,300	7,400	3,500	-	1,602,600	257,800	-	1,860,400	-	-	-	-	1,860,400
		13,453,900	21,096,200	52,200	134,800	642,000	35,379,100	5,179,900	-6,000,000	34,559,000	-32,003,200	-	-19,454,700	-51,457,900	-16,898,900
	FINANCIAL SERVICES														
1201	Finance Dept.: Management and Finance	1,806,200	285,250	11,300	51,000	-	2,153,750	394,300	-	2,548,050	-97,600	-	-	-97,600	2,450,450
1202	Financial Management Grant	1,010,500	196,200	1,300	3,000	-	1,211,000	39,000	-	1,250,000	-	-	-1,250,000	-1,250,000	-
1205	Budget & Financial Service	2,037,000	115,900	7,500	115,000	-	2,275,400	450,800	-	2,726,200	-	-	-790,000	-790,000	1,936,200
1225	Income and Collection of Levies	974,000	687,700	7,200	8,200	-	1,677,100	453,000	-	2,130,100	-5,500	-10,000	-188,278,000	-188,293,500	-186,163,400
1235	Procurement	3,101,600	884,420	5,700	85,000	-	4,076,720	2,080,000	-1,047,300	5,109,420	-102,000	-	-	-102,000	5,007,420
1238	Expenditure	2,224,100	185,300	9,300	15,000	-	2,433,700	775,300	-	3,209,000	-44,500	-	-	-44,500	3,164,500
		11,153,400	2,354,770	42,300	277,200	-	13,827,670	4,192,400	-1,047,300	16,972,770	-249,600	-10,000	-190,318,000	-190,577,600	-173,604,830
	COMMUNITY AND DEVELOPMENTAL SERVICES														
1401	Manag.: Community and Developmental Ser	1,755,900	238,950	5,500	18,500	-	2,018,850	320,500	-	2,339,350	-	-	-	-	2,339,350
1441	Municipal Health Services	19,055,400	3,242,000	54,000	250,000	7,901,300	30,502,700	2,350,000	-	32,852,700	-	-	-	-	32,852,700
1610	Disaster Management	2,108,200	3,113,900	106,200	1,177,000	1,350,000	7,855,300	396,400	-	8,251,700	-	-	-	-	8,251,700
1620	Fire Service	18,382,100	14,961,200	178,700	1,650,000	-	35,172,000	3,070,600	-	38,242,600	-220,000	-	-	-220,000	38,022,600
		41,301,600	21,556,050	344,400	3,095,500	9,251,300	75,548,850	6,137,500	-	81,686,350	-220,000	-	-	-220,000	81,466,350
	RURAL AND SOCIAL DEVELOPMENT														
1475	Social Development	1,975,100	1,204,900	4,300	32,600	7,980,750	11,197,650	355,900	-	11,553,550	-	-	-	-	11,553,550
1476	Safe House	129,700	260,500	4,000	13,500	-	407,700	137,700	-	545,400	-	-	-	-	545,400
1477	Rural Development	511,600	3,900	-	-	2,383,600	2,899,100	-		2,899,100	-	-	-	-	2,899,100
1478	Management: Rural and Social Development	1,585,500	294,700	12,000	5,200	-	1,897,400	1,900	-	1,899,300	-	-	-	-	1,899,300
		4,201,900	1,764,000	20,300	51,300	10,364,350	16,401,850	495,500	-	16,897,350	-	-	-	-	16,897,350

		Expenditure									Income				
Cost centre	Cost centre description	Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	General Income	Service Levies & Interest	Contributions Received	Total Income	-Surplus / Deficit
	ENGENERING and INFRASTRUCTURE														
1165	Buildings : Maintenance	1,059,200	502,200	2,755,500	781,000	-	5,097,900		-5,053,000	44,900	-44,900	-	-	-44,900	-
1301	Eng. & Infrastructure Serv. : Management	1,106,100	175,500	1,300	50,900	-	1,333,800	426,500	-	1,760,300	-	-	-	-	1,760,300
1330	Projects and Housing	2,219,900	1,330,790	1,700	120,000	45,100,000	48,772,390	431,100	-	49,203,490	-1,322,900	-	-22,897,000	-24,219,900	24,983,590
1331	WORKING FOR WATER (DWAF)	1,340,400	1,508,000	-	40,000	5,500,000	8,388,400	23,000	-	8,411,400	-	-	-8,411,400	-8,411,400	-
1334	WORKING FOR WATER (WORC)	740,800	1,473,600	-	-	4,200,000	6,414,400	-	-	6,414,400	-	-	-6,414,400	-6,414,400	-
1327	Technical Support Services	614,100	158,340	73,200	66,500	-	912,140	224,800	-	1,136,940	-1,400	-	-	-1,400	1,135,540
		7,080,500	5,148,430	2,831,700	1,058,400	54,800,000	70,919,030	1,105,400	-5,053,000	66,971,430	-1,369,200	-	-37,722,800	-39,092,000	27,879,430
	PUBLIC TRANSPORT REGULATION														
1615	Public Transport Regulation	984,300	1,109,800	7,500	21,600	10,653,000	12,776,200	187,500	-	12,963,700	-	-	-3,653,000	-3,653,000	9,310,700
	ROADS														
1360	Roads-Main/Div. Direct	-	-	65,664,350	-	-	65,664,350	-	-	65,664,350	-	-	-65,664,350	-65,664,350	-
1361	Roads-Main/Div. Indirect	28,293,000	2,207,600	13,405,300	-	-	43,905,900	6,000,000	-49,905,900	-	-	-	-	-	-
1362	Roads Management	4,403,700	37,750	-	-	-	4,441,450		-4,441,450	-	-	-	-	-	-
1363	Roads - Workshop	4,579,800	589,800	251,600	-	-	5,421,200	-	-5,421,200	-	-	-	-	-	-
1364	Roads - Plant	-	11,317,000	-	-	-	11,317,000	-	-11,317,000	-	-	-	-	-	-
	TOTAL AGENCY FUNCTIONS	37,276,500	14,152,150	79,321,250	-	-	130,749,900	6,000,000	-71,085,550	65,664,350	-	-	-65,664,350	-65,664,350	-
		139,152,545	99,635,990	84,886,250	13,726,500	96,397,215	433,798,500	29,639,300	-111,735,650	351,702,150	-34,879,300	-10,000	-316,812,850	-351,702,150	0

SUMMARY OF DRAFT MTREF 2012/2013

ANNEXSURE "A"

Cost centre	Cost centre description	Expenditure: Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	Income: General Income	Service Levies & Interest Contributions Received	Total Income	-Surplus / Deficit
	ECONOMIC DEVELOPMENT													
1600	Manag.: Economic Development and Plann	1,275,700	283,900	17,400	74,000	-	1,651,000	712,000	-	2,363,000	-	-	-	2,363,000
1004	Local Economic Development	1,109,300	713,290	29,600	365,000	3,513,500	5,730,690	83,100	-	5,813,790	-	-	-	5,813,790
		2,385,000	997,190	47,000	439,000	3,513,500	7,381,690	795,100	-	8,176,790	-	-	-	8,176,790
	TOURISM													
1103	Tourism	1,129,200	5,176,590	4,500	132,000	2,255,900	8,698,190	-	-	8,698,190	-50,000	-	-50,000	8,648,190
	LAND- USE and SPATIAL PLANNING													
1521	Land-use and Spatial Planning	469,900	442,700	6,600	44,900	270,000	1,234,100	144,700	-	1,378,800	-	-	-	1,378,800
1522	Envronmental Planning	-	-	-	-	3,292,000	3,292,000	-	-	3,292,000	-	-	-	3,292,000
		469,900	442,700	6,600	44,900	3,562,000	4,526,100	144,700	-	4,670,800	-	-	-	4,670,800
	CORPORATE SERVICES													
1102	Admin. Support Services	2,763,500	1,882,100	877,200	600,000	-	6,122,800	2,364,200	-	8,487,000	-	-	-	8,487,000
1100	Corporate Services	1,436,700	312,700	6,000	13,500	-	1,768,900	333,800	-	2,102,700	-	-	-	2,102,700
1010	Public Relations	891,700	1,668,200	5,400	47,000	-	2,612,300	185,800	-	2,798,100	-	-	-	2,798,100
1110	Human Resources Management	2,972,400	7,166,300	7,700	11,400	-	10,157,800	617,400	-	10,775,200	-593,500	-	-593,500	10,181,700
1164	Property Management	3,549,300	5,690,300	21,500	4,652,100	-	13,913,200		-13,781,500	131,700	-131,700	-	-131,700	-
1166	Communication / Telephone	582,200	3,743,300	11,600	-	-	4,337,100	39,000	-4,063,800	312,300	-312,300	-	-312,300	-
1310	Transport Pool	-	4,545,600	452,900	2,457,100	-	7,455,600	-	-7,455,600	-	-	-	-	-
1210	Information Technology	1,652,800	746,910	939,800	1,222,700	-	4,562,210	477,700	-5,039,910	-	-	-	-	-
		13,848,600	25,755,410	2,322,100	9,003,800	-	50,929,910	4,017,900	-30,340,810	24,607,000	-1,037,500	-	-1,037,500	23,569,500
	OFFICE OF THE MUNICIPAL MANAGER													
1001	Office of the Municipal Manager	1,392,900	263,100	8,600	9,400	-	1,674,000	555,800	-	2,229,800	-	-	-	2,229,800
1104	Soccer 2010	-	-	-	-	-	-	-	-	-	-	-	-	-
1020	Audit	1,254,000	668,200	6,000	28,000	-	1,956,200	305,700	-	2,261,900	-	-	-	2,261,900
1021	Risk Management	490,000	325,200	6,500	10,800	-	832,500	93,500	-	926,000	-	-	-	926,000
1511	Performance Management	728,700	252,200	16,000	15,200	600,000	1,612,100	129,700		1,741,800	-	-	-	1,741,800
1512	IDP	1,054,900	1,501,500	17,600	5,400	325,000	2,904,400	225,000	-	3,129,400	-	-	-	3,129,400
1513	Shared Service Center	770,000	178,400	2,700	2,500	600,000	1,553,600	219,700	-	1,773,300	-	-	-	1,773,300
		5,690,500	3,188,600	57,400	71,300	1,525,000	10,532,800	1,529,400	-	12,062,200	-	-	-	12,062,200

		Expenditure									Income				
Cost centre	Cost centre description	Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	General Income	Service Levies & Interest	Contributions Received	Total Income	-Surplus / Deficit
	GOVERNANCE and COUNCILLOR SUPPORT														
1000	Expenditure of the Council	7,387,400	2,288,500	-	40,000	-	9,715,900	-	-	9,715,900	-	-	-	-	9,715,900
1002	Sundry Expenditure of Council	1,335,800	19,666,900	37,800	82,000	-	21,122,500	4,500,000	-6,600,000	19,022,500	-34,003,400	-	-22,141,500	-56,144,900	-37,122,400
1003	Office of the Mayor	2,743,200	1,875,700	8,300	13,700	686,900	5,327,800	586,000	-	5,913,800	-	-	-	-	5,913,800
1005	Office of the Speaker	1,457,100	162,700	1,800	3,700	-	1,625,300	191,400	-	1,816,700	-	-	-	-	1,816,700
1101	Councillor Support	1,598,200	145,600	7,900	4,000	-	1,755,700	289,600	-	2,045,300	-	-	-	-	2,045,300
		14,521,700	24,139,400	55,800	143,400	686,900	39,547,200	5,567,000	-6,600,000	38,514,200	-34,003,400	-	-22,141,500	-56,144,900	-17,630,700
	FINANCIAL SERVICES														
1201	Finance Dept.: Management and Finance	1,904,000	305,260	12,100	55,000	-	2,276,360	423,500	-	2,699,860	-104,400	-	-	-104,400	2,595,460
1202	Financial Management Grant	1,081,400	118,200	1,400	4,000	-	1,205,000	45,000	-	1,250,000	-	-	-1,250,000	-1,250,000	-
1205	Budget & Financial Service	2,215,600	124,200	8,000	120,000	-	2,467,800	484,000	-	2,951,800	-	-	-1,000,000	-1,000,000	1,951,800
1225	Income and Collection of Levies	1,052,700	735,300	7,700	9,500	-	1,805,200	483,000	-	2,288,200	-6,000	-11,000	-193,926,000	-193,943,000	-191,654,800
1235	Procurement	3,324,600	931,978	6,000	95,000	-	4,357,578	2,185,000	-1,120,600	5,421,978	-109,100	-	-	-109,100	5,312,878
1238	Expenditure	2,364,700	246,200	10,000	18,000	-	2,638,900	757,200	-	3,396,100	-47,600	-	-	-47,600	3,348,500
		11,943,000	2,461,138	45,200	301,500	-	14,750,838	4,377,700	-1,120,600	18,007,938	-267,100	-11,000	-196,176,000	-196,454,100	-178,446,162
	COMMUNITY AND DEVELOPMENTAL SERVICES														
1401	Manag.: Community and Developmental Se	1,899,700	252,950	5,600	19,800	-	2,178,050	343,800	-	2,521,850	-	-	-	-	2,521,850
1441	Municipal Health Services	20,511,173	3,732,000	59,000	270,000	7,481,580	32,053,753	2,600,000	-	34,653,753	-	-	-	-	34,653,753
1610	Disaster Management	2,266,300	3,494,600	118,000	1,200,000	1,350,000	8,428,900	418,100	-	8,847,000	-	-	-	-	8,847,000
1620	Fire Service	18,814,900	17,211,000	188,000	1,750,000	-	37,963,900	3,293,600	-	41,257,500	-200,000	-	-	-200,000	41,057,500
		43,492,073	24,690,550	370,600	3,239,800	8,831,580	80,624,603	6,655,500	-	87,280,103	-200,000	-	-	-200,000	87,080,103
	RURAL AND SOCIAL DEVELOPMENT														
1475	Social Development	2,132,000	1,340,600	4,600	34,900	7,542,100	11,054,200	377,400	-	11,431,600	-	-	-	-	11,431,600
1476	Safe House	138,900	279,100	4,000	14,900	-	436,900	147,300	-	584,200	-	-	-	-	584,200
1477	Rural Development	1,347,500	4,200	-	-	2,519,500	3,871,200	-		3,871,200	-	-	-	-	3,871,200
1478	Management: Rural and Social Developme	1,696,500	315,100	12,800	5,700	-	2,030,100	2,000	-	2,032,100	-	-	-	-	2,032,100
		5,314,900	1,939,000	21,400	55,500	10,061,600	17,392,400	526,700	-	17,919,100	-	-	-	-	17,919,100

		Expenditure									Income				
Cost centre	Cost centre description	Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	General Income	Service Levies & Interest	Contributions Received	Total Income	-Surplus / Deficit
	ENGENERING and INFRASTRUCTURE														
1165	Buildings : Maintenance	1,133,500	560,900	2,900,000	-	-	4,594,400		-4,546,300	48,100	-48,100	-	-	-48,100	-
1301	Eng. & Infrastructure Serv. : Management	1,204,600	187,600	1,500	58,100	-	1,451,800	470,000	-	1,921,800	-	-	-	-	1,921,800
1330	Projects and Housing	1,988,000	1,438,400	1,800	130,000	36,950,000	40,508,200	460,300	-	40,968,500	-1,415,500	-	-24,459,000	-25,874,500	15,094,000
1331	WORKING FOR WATER (DWAF)	1,434,600	1,565,800	-	42,000	6,000,000	9,042,400	25,000	-	9,067,400	-	-	-9,067,400	-9,067,400	-
1334	WORKING FOR WATER (WORC)	792,600	1,592,000	-	-	4,700,000	7,084,600	-	-	7,084,600	-	-	-7,084,600	-7,084,600	-
1327	Technical Support Services	455,000	172,150	80,000	71,000	-	778,150	241,400	-	1,019,550	-1,500	-	-	-1,500	1,018,050
		7,008,300	5,516,850	2,983,300	301,100	47,650,000	63,459,550	1,196,700	-4,546,300	60,109,950	-1,465,100	-	-40,611,000	-42,076,100	18,033,850
	PUBLIC TRANSPORT REGULATION														
1615	Public Transport Regulation	1,067,300	1,115,130	8,000	23,100	15,083,000	17,296,530	202,800	-	17,499,330	-	-	-1,583,000	-1,583,000	15,916,330
	ROADS														
1360	Roads-Main/Div. Direct	-	-	68,846,000	-	-	68,846,000	-	-	68,846,000	-	-	-68,846,000	-68,846,000	-
1361	Roads-Main/Div. Indirect	30,273,600	2,457,700	13,420,000	-	-	46,151,300	6,600,000	-52,751,300	-	-	-	-	-	-
1362	Roads Management	4,712,000	40,400	-	-	-	4,752,400		-4,752,400	-	-	-	-	-	-
1363	Roads - Workshop	3,900,400	665,500	262,000	-	-	4,827,900	-	-4,827,900	-	-	-	-	-	-
1364	Roads - Plant	-	11,342,300	-	-	-	11,342,300	-	-11,342,300	-	-	-	-	-	-
	TOTAL AGENCY FUNCTIONS	38,886,000	14,505,900	82,528,000	-	-	135,919,900	6,600,000	-73,673,900	68,846,000	-	-	-68,846,000	-68,846,000	-
		145,756,473	109,928,458	88,449,900	13,755,400	93,169,480	451,059,710	31,613,500	-116,281,610	366,391,600	-37,023,100	-11,000	-329,357,500	-366,391,600	0

SUMMARY OF MTREF 2011/2012

Cost centre	Cost centre description	Expenditure: Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	Income: General Income	Surplus	Contributions Received	Total Income	-Surplus / Deficit
	ECONOMIC DEVELOPMENT														
1600	Manag.: Economic Development and Planning	1 292 800	204 500	-	77 200	-	1 574 500	193 300	-	1 767 800	-	-	-	-	1 767 800
1004	Local Economic Development	1 833 100	882 100	-	309 400	3 600 000	6 624 600	491 800	-	7 116 400	-	-	-	-	7 116 400
		3 125 900	1 086 600	-	386 600	3 600 000	8 199 100	685 100	-	8 884 200	-	-	-	-	8 884 200
	TOURISM														
1103	Tourism	2 302 900	3 724 000	-	30 262	1 900 000	7 957 162	347 800	-	8 304 962	-50 000	-	-	-50 000	8 254 962
	LAND- USE and SPATIAL PLANNING														
1521	Land-use and Spatial Planning	641 400	331 265	-	42 000	450 000	1 464 665	163 300	-	1 627 965	-17 600	-	-	-17 600	1 610 365
1522	Environmental Planning	459 700	1 916 500	-	106 400	4 810 000	7 292 600	-	-	7 292 600	-1 322 900	-	-	-1 322 900	5 969 700
		1 101 100	2 247 765	-	148 400	5 260 000	8 757 265	163 300	-	8 920 565	-1 340 500	-	-	-1 340 500	7 580 065
	WORKING FOR WATER														
1331	Working for Water (DWAF)	2 268 500	2 208 400	-	99 200	11 100 000	15 676 100	25 300	-	15 701 400	-	-	-15 701 400	-15 701 400	-
	CORPORATE SERVICES														
1102	Admin. Support Services	4 949 000	1 582 800	758 900	655 900	-	7 946 600	1 141 000	-	9 087 600	-	-	-	-	9 087 600
1100	Corporate Services	1 327 613	302 200	-	13 000	-	1 642 813	797 900	-	2 440 713	-	-	-	-	2 440 713
1010	Public Relations	905 424	2 484 200	-	47 700	-	3 437 324	162 600	-	3 599 924	-	-	-	-	3 599 924
1110	Human Resources Management	3 502 100	8 466 720	-	12 000	-	11 980 820	668 800	-	12 649 620	-1 155 400	-	-	-1 155 400	11 494 220
1164	Property Management	3 576 600	5 395 400	13 600	3 000 000	-	11 985 600	-	-11 862 500	123 100	-123 100	-	-	-123 100	-
1166	Communication / Telephone	540 200	3 317 800	2 200	22 500	-	3 882 700	-	-3 590 800	291 900	-291 900	-	-	-291 900	-
1310	Transport Pool	-	4 207 600	407 800	2 212 500	-	6 827 900	-	-6 827 900	-	-	-	-	-	-
1210	Information Technology	1 774 100	1 876 700	1 694 000	1 306 500	-	6 651 300	540 400	-7 219 900	-28 200	-	-	-	-	-28 200
		16 575 037	27 633 420	2 876 500	7 270 100	-	54 355 057	3 310 700	-29 501 100	28 164 657	-1 570 400	-	-	-1 570 400	26 594 257
	OFFICE OF THE MUNICIPAL MANAGER														
1001	Office of the Municipal Manager	1 335 120	232 900	-	10 000	-	1 578 020	796 500	-	2 374 520	-	-	-	-	2 374 520
1104	Soccer 2010	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1020	Audit	1 638 100	732 500	-	28 000	-	2 398 600	489 900	-	2 888 500	-	-	-	-	2 888 500
1021	Risk Management	453 000	170 300	-	10 000	-	633 300	81 700	-	715 000	-	-	-	-	715 000
1511	Performance Management	686 300	249 200	-	14 522	-	950 022	325 300	-	1 275 322	-	-	-	-	1 275 322
1512	IDP	1 490 800	1 208 000	-	5 300	-	2 704 100	268 200	-	2 972 300	-	-	-	-	2 972 300
1513	Shared Service Center	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		5 603 320	2 592 900	-	67 822	-	8 264 042	1 961 600	-	10 225 642	-	-	-	-	10 225 642

Cost centre	Cost centre description	Expenditure: Salaries, Wages & Allowances	Expenditure: General Expenses	Expenditure: Repair & Maintenance work	Expenditure: Contribution to Funds & Provisions	Expenditure: Projects	Expenditure: Sub Total	Expenditure: Departmental Charges	Expenditure: Departmental Recoveries	Expenditure: Net Expenditure	Income: General Income	Income: Surplus	Income: Contributions Received	Income: Total Income	-Surplus / Deficit
	GOVERNANCE and COUNCILLOR SUPPORT														
1000	Expenditure of the Council	7 134 500	1 697 600	50 000	26 000	-	8 908 100	4 359 800	-	13 267 900	-	-	-	-	13 267 900
1002	Sundry Expenditure of Council	1 180 100	18 047 700	-	79 500	-	19 307 300	-	-6 000 000	13 307 300	-25 003 200	-47 852 239	-16 227 200	-89 082 639	-75 775 339
1003	Office of the Mayor	1 715 900	1 947 800	-	14 111	642 000	4 319 811	436 900	-	4 756 711	-	-	-	-	4 756 711
1005	Office of the Speaker	1 265 700	138 100	-	3 500	-	1 407 300	237 400	-	1 644 700	-	-	-	-	1 644 700
1007	Office of the Deputy Mayor	1 329 200	108 100	-	6 000	-	1 443 300	448 500	-	1 891 800	-	-	-	-	1 891 800
1101	Councillor Support	1 481 400	179 800	-	5 000	-	1 666 200	743 000	-	2 409 200	-	-	-	-	2 409 200
		14 106 800	22 119 100	50 000	134 111	642 000	37 052 011	6 225 600	-6 000 000	37 277 611	-25 003 200	-47 852 239	-16 227 200	-89 082 639	-51 805 028
	FINANCIAL SERVICES														
1201	Finance Dept.: Management and Finance	1 906 299	227 200	-	52 000	-	2 185 499	788 500	-1 200	2 972 799	-97 600	-	-	-97 600	2 875 199
1202	Financial Management Grant	1 005 100	63 900	2 100	2 300	-	1 073 400	176 600	-	1 250 000	-	-	-1 250 000	-1 250 000	-
1205	Budget & Financial Service	1 885 300	994 100	-	115 900	-	2 995 300	590 300	-	3 585 600	-	-	-790 000	-790 000	2 795 600
1225	Income and Collection of Levies	757 600	594 100	-	9 000	-	1 360 700	413 200	-	1 773 900	-5 500	-	-188 278 000	-188 283 500	-186 509 600
1235	Procurement	4 029 235	1 112 435	-	80 000	-	5 221 670	867 500	-1 047 300	5 041 870	-102 000	-	-	-102 000	4 939 870
1238	Expenditure	2 733 200	241 700	-	12 950	-	2 987 850	1 025 900	-	4 013 750	-44 500	-	-	-44 500	3 969 250
		12 316 734	3 233 435	2 100	272 150	-	15 824 419	3 862 000	-1 048 500	18 637 919	-249 600	-	-190 318 000	-190 567 600	-171 929 681
	COMMUNITY AND DEVELOPMENTAL SERVICES														
1401	Manag.: Community and Developmental Services	1 301 400	146 100	-	27 500	-	1 475 000	684 100	-	2 159 100	-	-	-	-	2 159 100
1441	Municipal Health Services	21 220 243	4 115 500	-	260 300	6 423 600	32 019 643	5 018 730	-	37 038 373	-	-	-	-	37 038 373
1610	Disaster Management	2 738 200	2 238 500	79 500	1 297 300	1 150 000	7 503 500	1 090 900	-	8 594 400	-	-	-1 241 780	-1 241 780	7 352 620
1620	Fire Service	28 325 670	14 149 900	151 100	1 971 200	-	44 597 870	894 900	-	45 492 770	-220 000	-	-	-220 000	45 272 770
		53 585 513	20 650 000	230 600	3 556 300	7 573 600	85 596 013	7 688 630	-	93 284 643	-220 000	-	-1 241 780	-1 461 780	91 822 863
	RURAL AND SOCIAL DEVELOPMENT														
1475	Social Development	2 464 100	1 514 000	-	44 400	12 545 200	16 567 700	747 100	-	17 314 800	-	-	-	-	17 314 800
1476	Safe House	114 300	691 250	-	14 000	-	819 550	-	-	819 550	-	-	-	-	819 550
1477	Rural Development	655 100	10 100	-	14 000	2 614 300	3 293 500	100 900	-	3 394 400	-	-	-	-	3 394 400
1478	Management: Rural and Social Development	1 552 900	315 100	5 800	5 100	-	1 878 900	89 500	-	1 968 400	-	-	-	-	1 968 400
		4 786 400	2 530 450	5 800	77 500	15 159 500	22 559 650	937 500	-	23 497 150	-	-	-	-	23 497 150
	ENGINEERING and INFRASTRUCTURE														
1165	Buildings : Maintenance	1 115 200	556 300	1 500 000	830 200	-	4 001 700	25 300	-3 982 100	44 900	-44 900	-	-	-44 900	-
1301	Eng. & Infrastructure Serv. : Management	1 300 900	169 800	-	45 900	-	1 516 600	515 200	-	2 031 800	-	-	-	-	2 031 800
1330	Projects and Housing	1 932 000	1 168 500	-	137 800	37 765 000	41 003 300	457 800	-	41 461 100	-	-	-5 495 000	-5 495 000	35 966 100
1327	Technical Support Services	805 400	145 000	-	55 100	-	1 005 500	156 800	-	1 162 300	-1 400	-	-	-1 400	1 160 900
		5 153 500	2 039 600	1 500 000	1 069 000	37 765 000	47 527 100	1 155 100	-3 982 100	44 700 100	-46 300	-	-5 495 000	-5 541 300	39 158 800
	PUBLIC TRANSPORT REGULATION									62 166 870					
1615	Public Transport Regulation	1 634 400	478 200	-	22 300	15 100 000	17 234 900	231 870	-	17 466 770	-	-	-9 750 000	-9 750 000	7 716 770
	TOTAL COUNCIL	122 560 104	90 543 870	4 665 000	13 133 745	98 100 100	329 002 819	26 594 500	-40 531 700	315 065 619	-28 480 000	-47 852 239	-238 733 380	-315 065 619	-0

Cost centre	Cost centre description	Expenditure								Income				
		Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	General Income	Surplus	Contributions Received	Total Income	-Surplus / Deficit
	ROADS														
1360	Roads-Main/Div. Direct	-	-	81 015 100	-	-	81 015 100	-	-	81 015 100	-	-	-81 015 100	-81 015 100	-
1361	Roads-Main/Div. Indirect	34 111 800	2 676 100	16 410 000	-	-	53 197 900	6 000 000	-59 197 900	-	-	-	-	-	-
1362	Roads Management	4 670 400	43 600	-	-	-	4 714 000	-	-4 714 000	-	-	-	-	-	-
1363	Roads - Workshop	4 684 700	640 300	251 600	-	-	5 576 600	-	-5 576 600	-	-	-	-	-	-
1364	Roads - Plant	-	11 526 600	-	-	-	11 526 600	-	-11 526 600	-	-	-	-	-	-
	TOTAL AGENCY FUNCTIONS	43 466 900	14 886 600	97 676 700	-	-	156 030 200	6 000 000	-81 015 100	81 015 100	-	-	-81 015 100	-81 015 100	-
	TOTAL BUDGET	166 027 004	105 430 470	102 341 700	13 133 745	98 100 100	485 033 019	32 594 500	-121 546 800	396 080 719	-28 480 000	-47 852 239	-319 748 480	-396 080 719	-0

SUMMARY OF MTREF 2012/2013

Cost centre	Cost centre description	Expenditure								Income				
		Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	General Income	Surplus	Contributions Received	Total Income	-Surplus / Deficit
	ECONOMIC DEVELOPMENT														
1600	Manag.: Economic Development and Planning	1 383 000	223 980	-	82 000	-	1 688 980	204 800	-	1 893 780	-	-	-	-	1 893 780
1004	Local Economic Development	1 961 100	1 333 500	-	384 900	3 201 000	6 880 500	510 000	-	7 390 500	-	-	-	-	7 390 500
		3 344 100	1 557 480	-	3 201 000	3 201 000	8 569 480	714 800	-	9 284 280	-	-	-	-	9 284 280
	TOURISM														
1103	Tourism	2 450 000	4 190 000	-	225 400	1 875 000	8 740 400	368 600	-	9 109 000	-50 000	-	-	-50 000	9 059 000
	LAND- USE and SPATIAL PLANNING														
1521	Land-use and Spatial Planning	680 800	369 260	-	44 000	472 500	1 566 560	173 000	-	1 739 560	-	-	-	-	1 739 560
1522	Environmental Planning	488 500	1 371 800	-	93 800	900 000	2 854 100	-	-	2 854 100	-1 415 500	-	-	-1 415 500	1 438 600
		1 169 300	1 741 060	-	1 372 500	1 372 500	4 420 660	173 000	-	4 593 660	-1 415 500	-	-	-1 415 500	3 178 160
	WORKING FOR WATER														
1331	Working for Water (DWAF)	2 381 500	2 317 600	-	116 600	11 655 000	16 470 700	26 800	-	16 497 500	-	-	-16 497 500	-16 497 500	-
	CORPORATE SERVICES														
1102	Admin. Support Services	5 294 800	1 272 400	804 400	860 100	-	8 231 700	1 208 600	-	9 440 300	-	-	-	-	9 440 300
1100	Corporate Services	1 420 100	317 960	-	13 000	-	1 751 060	845 600	-	2 596 660	-	-	-	-	2 596 660
1010	Public Relations	968 400	1 193 940	-	64 600	-	2 226 940	172 300	-	2 399 240	-	-	-	-	2 399 240
1110	Human Resources Management	3 746 500	7 144 600	-	13 100	-	10 904 200	708 800	-	11 613 000	-1 102 000	-	-	-1 102 000	10 511 000
1164	Property Management	3 559 400	5 973 710	14 400	3 200 000	-	12 747 510	-	-12 615 810	131 700	-131 700	-	-	-131 700	-
1166	Communication / Telephone	577 400	3 515 900	2 300	28 600	-	4 124 200	-	-3 783 300	340 900	-312 300	-	-	-312 300	28 600
1310	Transport Pool	-	4 458 800	432 200	2 400 100	-	7 291 100	-	-7 291 100	-	-	-	-	-	-
1210	Information Technology	1 897 700	1 976 000	1 720 000	1 435 200	-	7 028 900	572 800	-7 601 700	-	-	-	-	-	-
		17 464 300	25 853 310	2 973 300	-	-	54 305 610	3 508 100	-31 291 910	26 521 800	-1 546 000	-	-	-1 546 000	24 975 800
	OFFICE OF THE MUNICIPAL MANAGER														
1001	Office of the Municipal Manager	1 414 300	254 270	-	10 600	-	1 679 170	844 200	-	2 523 370	-	-	-	-	2 523 370
1020	Audit	1 752 100	563 010	-	30 000	-	2 345 110	519 200	-	2 864 310	-	-	-	-	2 864 310
1021	Risk Management	484 400	175 030	-	11 000	-	670 430	86 500	-	756 930	-	-	-	-	756 930
1511	Performance Management	733 400	345 980	-	15 393	-	1 094 773	344 700	-	1 439 473	-	-	-	-	1 439 473
1512	IDP	1 586 300	1 090 290	-	5 600	-	2 682 190	284 200	-	2 966 390	-	-	-	-	2 966 390
		5 970 500	2 428 580	-	-	-	8 471 673	2 078 800	-	10 550 473	-	-	-	-	10 550 473

SUMMARY OF MTREF 2012/2013

Cost centre	Cost centre description	Expenditure: Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	Income: General Income	Surplus	Contributions Received	Total Income	-Surplus / Deficit
	GOVERNANCE and COUNCILLOR SUPPORT														
1000	Expenditure of the Council	7 606 600	1 797 380	50 000	28 000	-	9 481 980	4 621 400	-	14 103 380	-	-	-	-	14 103 380
1002	Sundry Expenditure of Council	1 335 800	19 185 830	-	84 000	-	20 605 630	-	-6 600 000	14 005 630	-20 003 400	-59 663 002	-17 493 800	-97 160 202	-83 154 572
1003	Office of the Mayor	1 859 600	2 114 550	-	15 333	500 000	4 489 483	462 800	-	4 952 283	-	-	-	-	4 952 283
1005	Office of the Speaker	1 348 700	161 200	-	3 700	-	1 513 600	251 600	-	1 765 200	-	-	-	-	1 765 200
1007	Office of the Deputy Mayor	1 415 600	140 160	-	6 300	-	1 562 060	475 400	-	2 037 460	-	-	-	-	2 037 460
1101	Councillor Support	1 584 400	188 370	-	5 300	-	1 778 070	787 500	-	2 565 570	-	-	-	-	2 565 570
		15 150 700	23 587 490	50 000	500 000	500 000	39 430 823	6 598 700	-6 600 000	39 429 523	-20 003 400	-59 663 002	-17 493 800	-97 160 202	-57 730 679
	FINANCIAL SERVICES														
1201	Finance Dept.: Management and Finance	2 038 600	245 500	-	55 000	-	2 339 100	835 700	-1 200	3 173 600	-104 400	-	-	-104 400	3 069 200
1202	Financial Management Grant	1 081 400	11 900	2 100	2 300	-	1 097 700	152 300	-	1 250 000	-	-	-1 250 000	-1 250 000	-
1205	Budget & Financial Service	2 015 800	1 218 240	-	122 800	-	3 356 840	625 800	-	3 982 640	-	-	-1 000 000	-1 000 000	2 982 640
1225	Income and Collection of Levies	809 900	603 000	-	9 500	-	1 422 400	437 900	-	1 860 300	-6 000	-	-193 926 000	-193 932 000	-192 071 700
1235	Procurement	4 195 800	1 168 030	-	85 000	-	5 448 830	919 500	-1 120 600	5 247 730	-109 100	-	-	-109 100	5 138 630
1238	Expenditure	2 378 600	255 010	-	13 600	-	2 647 210	1 087 400	-	3 734 610	-47 600	-	-	-47 600	3 687 010
		12 520 100	3 501 680	2 100	-	-	16 312 080	4 058 600	-1 121 800	19 248 880	-267 100	-	-196 176 000	-196 443 100	-177 194 220
	COMMUNITY AND DEVELOPMENTAL SERVICES														
1401	Manag.: Community and Developmental Services	1 388 650	152 500	-	30 300	-	1 571 450	723 700	-	2 295 150	-	-	-	-	2 295 150
1441	Municipal Health Services	23 083 600	4 448 056	-	278 500	4 293 500	32 103 656	4 287 200	-	36 390 856	-	-	-	-	36 390 856
1610	Disaster Management	3 899 200	2 583 390	84 000	1 448 700	550 000	8 565 290	1 155 600	-	9 720 890	-	-	-	-	9 720 890
1620	Fire Service	30 591 600	11 965 470	159 200	2 608 100	-	45 324 370	947 500	-	46 271 870	-200 000	-	-	-200 000	46 071 870
		58 963 050	19 149 416	243 200	4 843 500	4 843 500	87 564 766	7 114 000	-	94 678 766	-200 000	-	-	-200 000	94 478 766
	RURAL AND SOCIAL DEVELOPMENT														
1475	Social Development	2 636 200	1 622 350	-	52 400	10 293 700	14 604 650	791 800	-	15 396 450	-	-	-	-	15 396 450
1476	Safe House	122 200	730 450	-	15 000	-	867 650	-	-	867 650	-	-	-	-	867 650
1477	Rural Development	700 600	12 500	-	15 000	2 529 400	3 257 500	106 900	-	3 364 400	-	-	-	-	3 364 400
1478	Management: Rural and Social Development	1 657 900	415 330	6 100	5 400	-	2 084 730	69 900	-	2 154 630	-	-	-	-	2 154 630
		5 116 900	2 780 630	6 100	12 823 100	12 823 100	20 814 530	968 600	-	21 783 130	-	-	-	-	21 783 130

SUMMARY OF MTREF 2012/2013

Cost centre	Cost centre description	Expenditure: Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	Income: General Income	Surplus	Contributions Received	Total Income	-Surplus / Deficit
	ENGINEERING and INFRASTRUCTURE														
1165	Buildings : Maintenance	1 192 400	610 000	1 750 000	993 900	-	4 546 300	30 000	-4 528 200	48 100	-48 100	-	-	-48 100	-
1301	Eng. & Infrastructure Serv. : Management	1 391 100	208 990	-	47 800	-	1 647 890	499 800	-	2 147 690	-	-	-	-	2 147 690
1330	Projects and Housing	2 047 800	1 188 900	-	255 100	62 685 000	66 176 800	398 500	-	66 575 300	-	-	-21 285 000	-21 285 000	45 290 300
1327	Technical Support Services	860 300	377 500	-	58 400	-	1 296 200	146 500	-	1 442 700	-1 500	-	-	-1 500	1 441 200
		5 491 600	2 385 390	1 750 000	62 685 000	62 685 000	73 667 190	1 074 800	-4 528 200	70 213 790	-49 600	-	-21 285 000	-21 334 600	48 879 190
	PUBLIC TRANSPORT REGULATION														
1615	Public Transport Regulation	1 690 600	763 500	-	24 000	11 583 000	14 061 100	258 000	-	14 319 100	-	-	-1 583 000	-1 583 000	12 736 100
	TOTAL COUNCIL	131 712 650	90 256 136	5 024 700	85 791 100	110 538 100	352 829 012	26 942 800	-43 541 910	336 229 902	-23 531 600	-59 663 002	-253 035 300	-336 229 902	-0
														-22 917 600	
	ROADS														
1360	Roads-Main/Div. Direct	-	-	88 352 700	-	-	88 352 700	-	-	88 352 700	-	-	-88 352 700	-88 352 700	-
1361	Roads-Main/Div. Indirect	36 499 800	2 858 800	18 930 000	-	-	58 288 600	6 600 000	-64 888 600	-	-	-	-	-	-
1362	Roads Management	4 997 500	46 600	-	-	-	5 044 100	-	-5 044 100	-	-	-	-	-	-
1363	Roads - Workshop	5 012 700	685 300	262 000	-	-	5 960 000	-	-5 960 000	-	-	-	-	-	-
1364	Roads - Plant	-	12 460 000	-	-	-	12 460 000	-	-12 460 000	-	-	-	-	-	-
	TOTAL AGENCY FUNCTIONS	46 510 000	16 050 700	107 544 700	-	-	170 105 400	6 600 000	-88 352 700	88 352 700	-	-	-88 352 700	-88 352 700	-
	TOTAL BUDGET	178 222 650	106 306 836	112 569 400	85 791 100	110 538 100	522 934 412	33 542 800	-131 894 610	424 582 602	-23 531 600	-59 663 002	-341 388 000	-424 582 602	-0

SUMMARY OF MTREF 2013/2014

Cost centre	Cost centre description	Expenditure: Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	Income: General Income	Surplus	Contributions Received	Total Income	-Surplus / Deficit
	ECONOMIC DEVELOPMENT														
1600	Manag.: Economic Development and Planning	1 479 100	232 810	-	87 000	-	1 798 910	217 000	-	2 015 910	-	-	-	-	2 015 910
1004	Local Economic Development	2 096 800	1 516 500	-	456 000	3 284 100	7 353 400	530 000	-	7 883 400	-	-	-	-	7 883 400
		3 575 900	1 749 310	-	543 000	3 284 100	9 152 310	747 000	-	9 899 310	-	-	-	-	9 899 310
	TOURISM														
1103	Tourism	2 606 000	4 344 000	-	293 800	1 902 400	9 146 200	390 600	-	9 536 800	-50 000	-	-	-50 000	9 486 800
	LAND- USE and SPATIAL PLANNING														
1521	Land-use and Spatial Planning	722 600	388 960	-	46 000	496 100	1 653 660	183 300	-	1 836 960	-	-	-	-	1 836 960
1522	Environmental Planning	521 400	1 583 400	-	363 300	918 000	3 386 100	-	-	3 386 100	-1 500 000	-	-	-1 500 000	1 886 100
		1 244 000	1 972 360	-	409 300	1 414 100	5 039 760	183 300	-	5 223 060	-1 500 000	-	-	-1 500 000	3 723 060
	WORKING FOR WATER														
1331	Working for Water (DWAF)	2 500 800	2 430 300	-	131 400	12 237 750	17 300 250	28 400	-	17 328 650	-	-	-17 328 650	-17 328 650	-
	CORPORATE SERVICES														
1102	Admin. Support Services	5 665 600	1 310 000	852 600	1 020 600	-	8 848 800	1 281 000	-	10 129 800	-	-	-	-	10 129 800
1100	Corporate Services	1 518 600	341 700	-	13 000	-	1 873 300	896 300	-	2 769 600	-	-	-	-	2 769 600
1010	Public Relations	1 035 800	1 207 990	-	68 900	-	2 312 690	182 600	-	2 495 290	-	-	-	-	2 495 290
1110	Human Resources Management	4 008 600	7 097 800	-	13 900	-	11 120 300	751 200	-	11 871 500	-1 102 000	-	-	-1 102 000	10 769 500
1164	Property Management	3 807 800	6 662 400	15 200	3 300 000	-	13 785 400	-	-13 653 700	131 700	-131 700	-	-	-131 700	-
1166	Communication / Telephone	617 400	3 725 500	2 400	35 100	-	4 380 400	-	-4 033 000	347 400	-312 300	-	-	-312 300	35 100
1310	Transport Pool	-	4 725 900	458 100	2 604 400	-	7 788 400	-	-7 788 400	-	-	-	-	-	-
1210	Information Technology	2 030 100	2 093 800	1 820 000	1 535 200	-	7 479 100	607 100	-8 086 200	-	-	-	-	-	-
		18 683 900	27 165 090	3 148 300	8 591 100	-	57 588 390	3 718 200	-33 561 300	27 745 290	-1 546 000	-	-	-1 546 000	26 199 290
	OFFICE OF THE MUNICIPAL MANAGER														
1001	Office of the Municipal Manager	1 491 300	269 580	-	11 200	-	1 772 080	885 000	-	2 657 080	-	-	-	-	2 657 080
1020	Audit	1 874 400	582 670	-	32 000	-	2 489 070	550 300	-	3 039 370	-	-	-	-	3 039 370
1021	Risk Management	517 300	185 560	-	12 000	-	714 860	91 600	-	806 460	-	-	-	-	806 460
1511	Performance Management	783 800	346 150	-	16 317	-	1 146 267	365 300	-	1 511 567	-	-	-	-	1 511 567
1512	IDP	1 684 900	1 091 910	-	5 900	-	2 782 710	301 200	-	3 083 910	-	-	-	-	3 083 910
		6 351 700	2 475 870	-	77 417	-	8 904 987	2 193 400	-	11 098 387	-	-	-	-	11 098 387
	GOVERNANCE and COUNCILLOR SUPPORT														
1000	Expenditure of the Council	7 784 300	1 867 960	50 000	29 600	-	9 731 860	5 083 400	-	14 815 260	-	-	-	-	14 815 260
1002	Sundry Expenditure of Council	1 335 800	20 125 700	-	89 000	-	21 550 500	-	-7 000 000	14 550 500	-20 003 400	-67 687 299	-15 448 800	-103 139 499	-88 588 999
1003	Office of the Mayor	2 003 900	2 242 620	-	16 333	200 000	4 462 853	491 500	-	4 954 353	-	-	-	-	4 954 353
1005	Office of the Speaker	1 392 100	170 110	-	3 900	-	1 566 110	266 600	-	1 832 710	-	-	-	-	1 832 710
1007	Office of the Deputy Mayor	1 498 800	146 420	-	6 600	-	1 651 820	503 900	-	2 155 720	-	-	-	-	2 155 720
1101	Councillor Support	1 694 400	190 120	-	5 600	-	1 890 120	835 600	-	2 725 720	-	-	-	-	2 725 720
		15 709 300	24 742 930	50 000	151 033	200 000	40 853 263	7 181 000	-7 000 000	41 034 263	-20 003 400	-67 687 299	-15 448 800	-103 139 499	-62 105 236

Cost centre	Cost centre description	Expenditure: Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	Income: General Income	Surplus	Contributions Received	Total Income	-Surplus / Deficit
	FINANCIAL SERVICES														
1201	Finance Dept.: Management and Finance	2 179 700	256 500	-	52 200	-	2 488 400	885 800	-1 200	3 373 000	-104 400	-	-	-104 400	3 268 600
1202	Financial Management Grant	1 081 400	12 700	2 100	2 300	-	1 098 500	151 500	-	1 250 000	-	-	-1 250 000	-1 250 000	-
1205	Budget & Financial Service	1 024 800	1 232 130	-	130 100	-	2 387 030	663 300	-	3 050 330	-	-	-1 000 000	-1 000 000	2 050 330
1225	Income and Collection of Levies	868 700	606 900	-	9 500	-	1 485 100	311 000	-	1 796 100	-6 000	-	-199 744 000	-199 750 000	-197 953 900
1235	Procurement	3 978 600	1 230 810	-	90 100	-	5 299 510	974 600	-1 120 600	5 153 510	-109 100	-	-	-109 100	5 044 410
1238	Expenditure	2 436 300	270 240	-	14 600	-	2 721 140	1 152 600	-	3 873 740	-47 600	-	-	-47 600	3 826 140
		11 569 500	3 609 280	2 100	298 800	-	15 479 680	4 138 800	-1 121 800	18 496 680	-267 100	-	-201 994 000	-202 261 100	-183 764 420
	COMMUNITY AND DEVELOPMENTAL SERVICES														
1401	Manag.: Community and Developmental Services	1 476 500	158 800	-	31 500	-	1 666 800	793 900	-	2 460 700	-	-	-	-	2 460 700
1441	Municipal Health Services	24 698 300	4 749 860	-	294 000	4 393 000	34 135 160	4 544 000	-	38 679 160	-	-	-	-	38 679 160
1610	Disaster Management	4 244 700	2 517 990	89 300	1 538 100	550 000	8 940 090	1 218 400	-	10 158 490	-	-	-	-	10 158 490
1620	Fire Service	32 525 500	12 412 290	169 100	3 273 700	-	48 380 590	1 004 300	-	49 384 890	-200 000	-	-	-200 000	49 184 890
		62 945 000	19 838 940	258 400	5 137 300	4 943 000	93 122 640	7 560 600	-	100 683 240	-200 000	-	-	-200 000	100 483 240
	RURAL AND SOCIAL DEVELOPMENT														
1475	Social Development	2 819 700	1 767 360	-	53 900	10 743 700	15 384 660	839 200	-	16 223 860	-	-	-	-	16 223 860
1476	Safe House	130 100	782 930	-	16 000	-	929 030	-	-	929 030	-	-	-	-	929 030
1477	Rural Development	953 600	13 800	-	16 000	2 629 400	3 612 800	113 300	-	3 726 100	-	-	-	-	3 726 100
1478	Management: Rural and Social Development	1 769 300	472 430	6 500	5 700	-	2 253 930	76 700	-	2 330 630	-	-	-	-	2 330 630
		5 672 700	3 036 520	6 500	91 600	13 373 100	22 180 420	1 029 200	-	23 209 620	-	-	-	-	23 209 620
	ENGINEERING and INFRASTRUCTURE														
1165	Buildings : Maintenance	1 275 500	656 100	2 000 000	1 142 500	-	5 074 100	35 000	-5 061 000	48 100	-48 100	-	-	-48 100	-
1301	Eng. & Infrastructure Serv. : Management	1 487 600	225 980	-	50 500	-	1 764 080	529 700	-	2 293 780	-	-	-	-	2 293 780
1330	Projects and Housing	2 170 400	1 316 580	-	512 900	56 770 000	60 769 880	422 300	-	61 192 180	-	-	-18 150 000	-18 150 000	43 042 180
1327	Technical Support Services	920 100	386 970	-	62 000	-	1 369 070	169 300	-	1 538 370	-1 500	-	-	-1 500	1 536 870
		5 853 600	2 585 630	2 000 000	1 767 900	56 770 000	68 977 130	1 156 300	-5 061 000	65 072 430	-49 600	-	-18 150 000	-18 199 600	46 872 830
	PUBLIC TRANSPORT REGULATION														
1615	Public Transport Regulation	1 807 500	793 320	-	24 900	12 715 000	15 340 720	271 400	-	15 612 120	-	-	-715 000	-715 000	14 897 120
	TOTAL COUNCIL	138 519 900	94 743 550	5 465 300	17 517 550	106 839 450	363 085 750	28 598 200	-46 744 100	344 939 850	-23 616 100	-67 687 299	-253 636 450	-344 939 849	1
															-18 914 600

Cost centre	Cost centre description	Expenditure								Income				
		Salaries, Wages & Allowances	General Expenses	Repair & Maintenance work	Contribution to Funds & Provisions	Projects	Sub Total	Departmental Charges	Departmental Recoveries	Net Expenditure	General Income	Surplus	Contributions Received	Total Income	-Surplus / Deficit
	ROADS														
1360	Roads-Main/Div. Direct	-	-	95 638 058	-	-	95 638 058	-	-	95 638 058	-	-	-95 638 058	-95 638 058	-0
1361	Roads-Main/Div. Indirect	39 054 500	3 047 960	21 450 000	-	-	63 552 460	7 000 000	-70 552 460	-0	-	-	-	-	-0
1362	Roads Management	5 347 200	49 900	-	-	-	5 397 100	-	-5 397 100	-	-	-	-	-	-
1363	Roads - Workshop	5 363 400	732 849	273 000	-	-	6 369 249	-	-6 369 249	-	-	-	-	-	-
1364	Roads - Plant	-	13 319 249	-	-	-	13 319 249	-	-13 319 249	-	-	-	-	-	-
	TOTAL AGENCY FUNCTIONS	49 765 100	17 149 958	117 361 058	-	-	184 276 115	7 000 000	-95 638 058	95 638 057	-	-	-95 638 058	-95 638 058	-1
	TOTAL BUDGET	188 285 000	111 893 508	122 826 358	17 517 550	106 839 450	547 361 865	35 598 200	-142 382 158	440 577 907	-	-23 616 100	-67 687 299	-349 274 508	-440 577 907	0

ANNEXURE B

Budget Related Policies

1 **Cash Management and Investment Policy**

2 **Asset Management Policy**

3 **Credit Control and Indigent Policy**

4 **Supply Chain Managemtn Policy**

5 **Veriment Policy**

6 **Budget Policy**

7 **Funding and Reserve Policy**

Adopted by Council: C.14.3. dated 05 October 2006

CASH MANAGEMENT AND INVESTMENT POLICY FOR THE CAPE WINELANDS DISTRICT MUNICIPALITY

1. LEGAL COMPLIANCE

1.1 This policy gives effect to section 13(2) of the Municipal Finance Management Act (Act 56 of 2003) as well as the Municipal Investment Regulations (No. R. 308) dated 1 April 2005.

1.2 The Cape Winelands District Municipality shall at all times manage its banking arrangements and investments and conduct its cash management policy in compliance with the provisions of and any further prescriptions made by the Minister of Finance in terms of the Municipal Finance Management Act No. 56 of 2003.

2. OBJECTIVE OF INVESTMENT POLICY

2.1 The council of the municipality is the trustee of the public revenues, which it collects, and it therefore has an obligation to the community to ensure that the municipality's cash resources are managed effectively and efficiently.

2.2 The council therefore has a responsibility to invest these public revenues knowledgeably and judiciously, and must be able to account fully to the community in regard to such investments.

2.3 The investment policy of the municipality is therefore aimed at gaining the optimal return on investments, without incurring undue risks, during those periods when cash revenues are not needed for capital or operational purposes.

2.4 The effectiveness of the investment policy is dependent on the accuracy of the municipality's cash management programme, which must identify the amounts surplus to the municipality's needs, as well as the time when and period for which such revenues are surplus.

3. DEFINITIONS

3.1 For the purpose of this policy-

(a) **"Council"** shall mean the Council of the municipality, any committee or person to which or to whom an instruction has been given or any power has been delegated or sub-delegated in terms of, or as contemplated in, section 59 of the Local Government: Municipal Systems Act, 2000 or a service provider in respect of any power, function or duty of the Council.

(b) **"Councillor"** shall mean a member of the municipal Council of the Cape Winelands District Municipality.

(c) **"Chief Financial Officer"** shall mean the head of the Financial Services Department as contemplated in *sec 80* of the *MFMA.*

(d) **"Municipal Manager"** means the person appointed by the Municipal Council as the Municipal Manager for the municipality in terms of section 82 of the Local Government Municipal Structures Act, 1998 (Act No. 117 of 1998) and includes any person:

to whom the Municipal Manager has delegated a power, function or duty in respect of such a delegated power, function or duty.

(e) **"Official"** shall mean all persons in the employment of the Cape Winelands District Municipality.

4 EFFECTIVE CASH MANAGEMENT

4.1 <u>Cash Collection</u>

4.1.1 All monies due to the municipality must be collected as soon as possible, either on or immediately after due date, and banked on a daily basis except in the case of satellite offices, i.e. Ceres, Montagu, Robertson and Worcester.

4.1.2 The respective responsibilities of the chief financial officer and other heads of departments in this regard is defined in a code of financial

practice approved by the municipal manager and the chief financial officer, and this code of practice is attached as Annexure II to this policy.

4.1.3 The unremittant support of and commitment to the municipality's credit control policy, both by the council and the municipality's officials, is an integral part of proper cash collections, and by approving the present policy the council pledges itself to such support and commitment.

4.2 **Payments to Creditors**

4.2.1 The chief financial officer shall ensure that all tenders and quotations invited by and contracts entered into by the municipality stipulate payment terms favourable to the municipality, that is, payment to fall due not sooner than the conclusion of the month following the month in which a particular service is rendered to or goods are received by the municipality.

4.2.2 This rule shall be departed from only where there are financial incentives for the municipality to effect earlier payment, and any such departure shall be approved by the chief financial officer before any payment is made.

4.2.3 In the case of small, micro and medium enterprises, where such a policy may cause financial hardship to the contractor, payment may be effected at the conclusion of the month during which the service is rendered or within fourteen days of the date of such service being rendered, whichever is the later. Any such early payment shall be approved by the chief financial officer before any payment is made.

4.2.4 Notwithstanding the foregoing policy directives, the chief financial officer shall make full use of any extended terms of payment offered by suppliers and not settle any accounts earlier than such extended

due date, except if the chief financial officer determines that there are financial incentives for the municipality to do so.

4.2.5 The chief financial officer shall not ordinarily process payments, for accounts received, more than once in each calendar month, such processing to take place on or about the end of the month concerned.

4.2.6 Wherever possible, payments shall be effected by means of electronic transfers rather than by cheques.

4.2.7 Special payments to creditors shall only be made with the express approval of the chief financial officer, who shall be satisfied that there are compelling reasons for making such payments prior to the normal month end processing.

4.3 **Management of Inventory**

4.3.1 Each head of department shall ensure that such department's inventory levels do not exceed normal operational requirements in the case of items which are not readily available from suppliers, and emergency requirements in the case of items which are readily available from suppliers.

4.3.2 Each head of department shall periodically review the levels of inventory held, and shall ensure that any surplus items be made available to the chief financial officer for sale at a public auction or by other means of disposal, as provided for in the municipality's supply chain management policy.

4.4 **Cash Management Programme**

4.4.1 The chief financial officer shall prepare an annual estimate of the municipality's cash flows divided into calendar months, and shall update this estimate on a monthly basis.

4.4.2 The estimate shall indicate when and for what periods and amounts surplus revenues may be invested, when and for what amounts investments will have to be liquidated, and when – if applicable – either long-term or short-term debt must be incurred.

4.4.3 Heads of departments shall in this regard furnish the chief financial officer with all such information as is required, timeously and in the format indicated.

4.4.4 The chief financial officer shall report to the mayoral committee on a monthly basis and to every ordinary council meeting the cash flow estimate or revised estimate for such month or reporting period respectively, together with the actual cash flows for the month or period concerned, and cumulatively to date, as well as the estimates or revised estimates of the cash flows for the remaining months of the financial year, aggregated into quarters where appropriate.

4.4.5 The cash flow estimates shall be divided into calendar months, and in reporting the chief financial officer shall provide comments or explanations in regard to any significant cash flow deviation in any calendar month forming part of such report. Such report shall also indicate any movements in respect of the municipality's investments, together with appropriate details of the investments concerned.

5 INVESTMENT ETHICS

5.1 The chief financial officer shall be responsible for investing the surplus revenues of the municipality, and shall manage such investments in consultation with the municipal manager or mayoral committee and in compliance with any policy directives formulated by the council and prescriptions made by the Minister of Finance.

5.2 All investments made, shall be in the name of the Cape Winelands District Municipality.

5.3 In making such investments the chief financial officer, shall at all times have only the best considerations of the municipality in mind, and, except for the outcome of the consultation process with the executive mayor or mayoral committee, shall not accede to any influence by or interference from councillors, investment agents or institutions or any other outside parties.

5.4 The Chief Financial Officer must at all times, when making an investment, consider:

(a) The safety of the investment.

(b) The liquidity needs of the Cape Winelands District Municipality.

(c) Probable income derived from the investment.

5.5 Neither the municipal manager or chief financial officer nor members of the mayoral committee, may accept any gift, other than an item having such negligible value of not more than R 150.00 that it cannot possibly be construed as anything other than a token of goodwill by the donor, from any investment agent or institution or any party with which the municipality has made or may potentially make an investment.

6 INVESTMENT PRINCIPLES

6.1 **Permitted Investments**

6.1.1 The Account Officer must ensure that only the following investment types are utilized in terms of sec 6 of the Municipal Investment Regulations (No. R. 308) dated 1 April 2005:

(a) Securities issued by national government.

(b) Listed corporate bonds with an investment grade rating from a recognized credit rating agency.

(c) Deposits with banks registered in terms of the Banks Act (Act 45 of 1984).

(d) Deposits with the Public Investment Commissioners.

(e) Deposits with the Corporation for Public Deposits.

(f) Banker's acceptance certificate or negotiable certificates of deposits of registered banks.

(g) Guaranteed endowment policies with the intention of establishing a sinking fund.

(h) Repurchase agreements with registered banks.

(i) Municipal bonds issued by a municipality.

(j) Any other investment type as identified by the Minister of Finance in consultation with the Financial Services Board.

6.2 **Limiting Exposure**

6.2.1 The chief financial officer shall ensure that the Cape Winelands District Municipality diversifies its investment portfolio across institutions, types of investment and investment maturities in order to limit the risk exposure of the municipality.

6.3 **Risk and Return**

6.3.1 Although the objective of the chief financial officer in making investments on behalf of the municipality shall always be to obtain the best interest rate on offer, this consideration must be tempered by the degree of risk involved in regard to both the financial institution and the investment instrument concerned.

6.3.2 No investment shall be made with an institution where the degree of risk is perceived to be higher than the average risk associated with investment institutions. Deposits shall only be made with deposit-taking institutions registered in terms of the Banks Act (Act 45 of 1984).

6.3.3 No investment is allowed which is effected by fluctuations in the value of the Rand against any foreign currency.

6.4 **Payment of Commission**

6.4.1 Every financial institution with which the municipality makes an investment must issue a certificate to the chief financial officer in regard to such investment, stating that such financial institution has not paid and will not pay any commission and has not and will not grant any other benefit to any party for obtaining such investment, including councilors, officials or related spouses or family members.

6.5 **Call Deposits and Fixed Deposits**

6.5.1 Before making any call or fixed deposits, the chief financial officer, shall obtain quotations from at least three financial institutions.

6.5.2 Given the volatility of the money market, the chief financial officer, shall, whenever necessary, request quotations telephonically, and shall record in an appropriate register the name of the institution, the name of the person contacted, and the relevant terms and rates offered by such institution, as well as any other information which may be relevant (for example, whether the interest is payable monthly or only on maturity, and so forth).

6.5.3 Once the best investment terms have been identified, written confirmation of the telephonic quotation must be immediately obtained (by facsimile, e-mail or any other expedient means).

6.5.4 Any monies paid over to the investing institution in terms of the agreed investment (other than monies paid over in terms of section 7 below) shall be paid over only to such institution itself and not to any agent or third party.

6.5.5 Once the investment has been made, the chief financial officer shall ensure that the municipality receives a properly documented receipt or

certificate for such investment, issued by the institution concerned in the name of the municipality.

6.6 **Restriction on Tenure of Investments**

6.6.1 No investment with a tenure exceeding twelve months shall be made without the prior approval of the executive mayor or the mayoral committee, as the case may be.

7 CONTROL OVER INVESTMENTS

7.1 The chief financial officer shall ensure that proper records are kept of all investments made by the municipality.

7.2 Such records shall indicate the date on which the investment is made, the institution with which the monies are invested, the amount of the investment, the interest rate applicable, and the maturity date.

7.3 If the investment is liquidated at a date other than the maturity date, such date shall be indicated.

7.4 The chief financial officer shall ensure that all interest and capital properly due to the municipality are timeously received, and shall take appropriate steps or cause such appropriate steps to be taken if interest or capital is not fully or timeously received.

7.5 The chief financial officer shall ensure that all investment documents and certificates are properly secured in a fireproof safe with segregated control over the access to such safe, or are otherwise lodged for safekeeping with the municipality's bankers or attorneys.

8 OTHER EXTERNAL INVESTMENTS

8.1 From time to time it may be in the best interests of the municipality to make longer-term investments in secure stock issued by the national

government, Eskom or any other reputable parastatal or institution, or by another reputable municipality.

8.2 In such cases the chief financial officer, must be guided by the best rates of interest pertaining to the specific type of investment, which the municipality requires, and to the best and most secure instrument available at the time.

8.3 No investment with a tenure exceeding twelve months shall be made without the prior approval of the executive mayor or mayoral committee, as the case may be, and without guidance having been sought from the municipality's bankers or other credible investment advisers on the security and financial implications of the investment concerned.

9 BANKING ARRANGEMENTS

9.1 The municipal manager is responsible for the management of the municipality's bank accounts, but may delegate this function to the chief financial officer.

9.2 The municipal manager and chief financial officer are authorised at all times to sign cheques and any other documentation associated with the management of such accounts.

9.3 The municipal manager, in consultation with the chief financial officer, is authorised to appoint two or more additional signatories in respect of such accounts, and to amend such appointments from time to time.

9.4 The list of current signatories shall be reported to the executive mayor or the mayoral committee, as the case may be, on a monthly basis, as part of the report dealing with the municipality's investments.

9.5 In compliance with the requirements of good governance, the municipal manager shall open a Primary Bank Account for ordinary operating

purposes, and shall further maintain a separate ledger account for each of the following: the administration of the external finance fund and of the Capital Replacement Reserve (if these accounts are legally permissible).

9.6 One or more separate accounts shall also be maintained for the following: capital receipts in the form of grants, donations or contributions from whatever source; trust funds; and the municipality's self-insurance reserve (if legally permissible).

9.7 In determining the number of additional accounts to be maintained, the municipal manager, in consultation with the chief financial officer, shall have regard to the likely number of transactions affecting each of the accounts referred to.

9.8 Unless there are compelling reasons to do otherwise, and the council expressly so directs, all the municipality's bank accounts shall be maintained with the same banking institution to ensure pooling of balances for purposes of determining the interest payable to the municipality.

9.9 The municipal manager shall invite tenders for the placing of the municipality's bank accounts within six months after the election of each new council, such new banking arrangements to take effect directly after the procurement of a new banking service as prescribed by the procurement policy of Council.

9.10 However, such tenders may be invited at any earlier stage, if the municipal manager, in consultation with the chief financial officer, is of the opinion that the services offered by the municipality's current bankers are materially defective, or not cost-effective, and the executive mayor or the mayoral committee, as the case may be, agrees to the invitation of such tenders.

10 RAISING OF DEBT

10.1 The municipal manager is responsible for the raising of debt, but may delegate this function to the chief financial officer, who shall then manage this responsibility in consultation with the municipal manager.

10.2 All debt shall be raised in strict compliance with the requirements of the Municipal Finance Management Act 2003, and only with the prior approval of the council.

10.3 Long-term debt shall be raised only to the extent that such debt is provided for as a source of necessary finance in the capital component of the approved annual budget or adjustments budget.

10.4 Short-term debt shall be raised only when it is unavoidable to do so in terms of cash requirements, whether for the capital or operating budgets or to settle any other obligations, and provided the need for such short-term debt, both as to extent and duration, is clearly indicated in the cash flow estimates prepared by the chief financial officer.

10.5 Short-term debt shall be raised only to anticipate a certain long-term debt agreement or a certain inflow of operating revenues.

11 REPORTING ON INVESTMENTS

11.1 The Chief Financial Officer must submit, as part of the Section 71 report of the Municipal Finance Management Act (Act 56 of 2003), a report to the Accounting Officer describing, in accordance with GRAP, the investment portfolio of the Cape Winelands District Municipality at the end of the month.

11.2 The monthly report on Investments must include:

(a) Market value of each investment – beginning and end period.

(b) Any changes to the Investment portfolio.

(c) Accrued interest.

(d) Liquidated investments that have no minimum acceptable credit rating.

12 INVESTMENTS FOR THE REDEMPTION OF LONG-TERM LIABILITIES

12.1 In managing the municipality's investments, the chief financial officer shall ensure that, whenever a long-term (non-annuity) loan is raised by the municipality, an amount is invested at least annually equal to the principal sum divided by the period of the loan.

12.2 Such investment shall be made against the bank account maintained for the external finance fund, and shall be accumulated and used only for the redemption of such loan on due date.

12.3 The making of such investment shall be approved by the council at the time that the loan itself is approved.

12.4 If the loan raised is not a fixed term loan, but an annuity loan, the chief financial officer shall ensure that sufficient resources are available in the account maintained for the external finance fund to repay the principal amounts due in respect of such loan on the respective due dates.

13 INTEREST ON INVESTMENTS

13.1 The interest accrued on all the municipality's investments shall, in compliance with the requirements of generally accepted municipal accounting practice, be recorded in the first instance in the municipality's operating account as ordinary operating revenues, and shall thereafter be appropriated, every six months, to the fund or account in respect of which such investment was made.

13.2 In the case of the external finance fund, the chief financial officer may reduce the amount which must be annually invested to redeem any particular loan by the amount of interest so accrued.

13.3 If the accrual of interest to the external finance fund, unutilised capital receipts and trust funds results in a surplus standing to the account of any such funds, that is, an amount surplus to the resources required in respect of such funds or accounts, such surplus amount shall be credited by the chief financial officer to the appropriation account and reappropriated to the asset financing reserve.

14 AMMENDMENTS

14.1 The municipal manager or his/her delegate must review the policy on an annual basis.

3. ANNEXURE I: PARAPHRASE OF REQUIREMENTS OF MUNICIPAL FINANCE MANAGEMENT ACT NO 56 OF 2003

Note: In terms of Section 60(2) of the Municipal Systems Act No. 32 of 2000 the council may delegate the authority to take decisions on making investments on behalf of the municipality only to the executive mayor, executive committee or chief financial officer. The foregoing policy is based on the assumption that such authority has been delegated to the chief financial officer.

ECTION 7: OPENING OF BANK ACCOUNTS

- Every municipality must open and maintain at least one bank account. This bank account must be in the name of the municipality, and all monies received by the municipality must be paid into this bank account or accounts, promptly and in accordance with any requirements that may be prescribed.

- A municipality may not open a bank account:
  - otherwise than in the name of the municipality;
  - abroad; or
  - with an institution not registered as a bank in terms of the Banks Act 1990.

- Money may be withdrawn from the municipality's bank account only in accordance with the requirements of Section 11 of the present Act.

SECTION 8: PRIMARY BANK ACCOUNT

- Every municipality must have a primary bank account, and if the municipality has only one bank account that account is its primary bank account. If the municipality has more than one bank account, it must designate one of those bank accounts as its primary bank account.

- The following must be paid into the municipality's primary account:
  - all allocations to the municipality;
  - all income received by the municipality on its investments;
  - all income received by the municipality in connection with its interest in any municipal entity;
  - all money collected by a municipal entity or other external mechanism on behalf of the municipality, and;
  - any other monies as may be prescribed.

- The accounting officer of the municipality must submit to the national treasury, the provincial treasury and the Auditor-General, in writing, the name of the bank where the primary bank account of the municipality is held, and the type and number of the account. If the municipality wants to change its

primary bank account, it may do so only after the accounting officer has informed the national treasury and the Auditor-General, in writing, at least 30 days before making such change.

SECTION 9: BANK ACCOUNT DETAILS TO BE SUBMITTED TO PROVINCIAL TREASURIES AND AUDITOR-GENERAL

- The accounting officer of the municipality must submit to the provincial treasury and to the Auditor-General, in writing, within 90 days after the municipality has opened a new bank account, the name of the bank where the account has been opened, and the type and number of the account; and annually, before the start of each financial year, the name of each bank where the municipality holds a bank account, and the type and number of each account.

SECTION 10: CONTROL OF MUNICIPAL BANK ACCOUNTS

- The accounting officer of the municipality must administer all the municipality's bank accounts, is accountable to the municipal council for the municipality's bank accounts, and must enforce compliance with Sections 7, 8 and 11 of the present Act.

- The accounting officer may delegate the duties referred to above only to the municipality's chief financial officer.

SECTION 11: WITHDRAWALS FROM MUNICIPAL BANK ACCOUNTS

- Only the accounting officer or the chief financial officer of the municipality (presumably where this power has been appropriately delegated), or any other senior financial official of the municipality acting on the written authority of the accounting officer, may withdraw money or authorise the withdrawal of money from any of the municipality's bank accounts. Such withdrawals may be made only to:

- defray expenditure appropriated in terms of an approved budget;
- defray expenditure authorised in terms of Section 26(4) (this Section deals with situations in which the budget was not timeously approved, and the province has been compelled to intervene);
- defray unforeseeable and unavoidable expenditure authorised in terms of Section 29(1);
- in the case of a bank account opened in terms of Section 12, make payments from the account in accordance with Section 12(4);
- pay over to a person or organ of state money received by the municipality on behalf of such person or organ of state, including money collected by the municipality on behalf of such person or organ of state by agreement, or any insurance or other payments received by the municipality for such person or organ of state;
- refund money incorrectly paid into a bank account;
- refund guarantees, sureties and security deposits;
- make investments for cash management purposes in accordance with Section 13;
- defray increased expenditure in terms of Section 31; or
- for such other purposes as may be prescribed.

(Note that Section 11(1) does not expressly provide for the withdrawal of monies to pay creditors, where the relevant obligations arose in terms of the previous budget; to repay loans; or to repay consumer deposits).

- Any authorisation to a senior financial official to withdraw money or to authorise the withdrawal of money from a bank account must be in accordance with the framework as may be prescribed. The accounting officer may not authorise any official other than the chief financial officer to withdraw money or to authorise the withdrawal of money from the

municipality's primary bank account if the municipality has a primary bank account which is separate from its other bank accounts.

- The accounting officer must, within 30 days after the end of each quarter, table in the council a consolidated report of all withdrawals made other than withdrawals to defray expenditure appropriated in terms of the approved budget, and submit a copy of the report to the relevant provincial treasury and the Auditor-General.

SECTION 12: RELIEF, CHARITABLE, TRUST OR OTHER FUNDS

- No political structure or office bearer of the municipality may set up a relief, charitable, trust or other fund of whatever description, except in the name of the municipality. Only the municipal manager may be the accounting officer of any such fund.

- A municipality may open a separate bank account in the name of the municipality for the purpose of such relief, charitable, trust or other fund. Money received by the municipality for the purpose of such fund must be paid into the bank account of the municipality, or if a separate bank account has been opened for such fund, into that account.

- Money in a separate account opened for such fund may be withdrawn from the account without appropriation in terms of the approved budget, but only by or on the written authority of the accounting officer, acting in accordance with decisions of the council, and for the purposes for which, and subject to any conditions on which, the fund was established or the money in the fund was donated.

SECTION 13: CASH MANAGEMENT AND INVESTMENTS

- The Minister, acting with the concurrence of the cabinet member responsible for local government, may prescribe a framework within which municipalities

must conduct their cash management and investments, and invest money not immediately required.

- A municipality must establish an appropriate and effective cash management and investment policy in accordance with any framework that may be so prescribed.

- A bank where the municipality at the end of the financial year holds a bank account, or held a bank account at any time during such financial year, must, within 30 days after the end of such financial year, notify the Auditor-General, in writing, of such bank account, indicating the type and number of the account, and the opening and closing balances of that account in that financial year. The bank must also promptly disclose any information regarding the account when so requested by the national treasury or the Auditor-General.

- A bank, insurance company or other financial institution which the end of the financial year holds, or at any time during the financial year held, an investment for the municipality, must, within 30 days after the end of that financial year, notify the Auditor-General, in writing, of that investment, including the opening and closing balances of that investment in that financial year. Such institution must also promptly disclose any information regarding the investment when so requested by the national treasury or the Auditor-General.

SECTION 17: CONTENTS OF ANNUAL BUDGETS AND SUPPORTING DOCUMENTS

- The following documents must accompany each tabled draft annual budget (inter alia):

- a projection of cash flows for the budget year by revenue source, divided into calendar months
- particulars of the municipality's investments.

SECTION 22: PUBLICATION OF ANNUAL BUDGETS

- The accounting officer must make public, immediately after a draft annual budget is tabled, the budget itself and all the prescribed supporting documents, and invite comments from the local community in connection with such budget (and documents).

SECTION 36: NATIONAL AND PROVINCIAL ALLOCATIONS TO MUNICIPALITIES

- In order to provide predictability and certainty about the sources and levels of intergovernmental funding for municipalities, the accounting officer of a national or provincial department and the accounting authority of a national or provincial public entity responsible for the transfer of any proposed allocations to a municipality, must by no later than 20 January of each year notify the national treasury or the relevant provincial treasury as may be appropriate, of all proposed allocations and the projected amounts of those allocations to be transferred to each municipality during each of the next 3 financial years.

- The Minister or the MEC responsible for finance in the province must, when tabling the national annual budget in the national assembly or the provincial annual budget in the provincial legislature, make public particulars of any allocations due to each municipality in terms of that budget, including the amount to be transferred to the municipality during each of the next 3 financial years.

SECTION 37: PROMOTION OF CO-OPERATIVE GOVERNMENT BY MUNICIPALITIES

- In order to enable municipalities to include allocations from other municipalities in their budgets and to plan effectively for the spending of such allocations, the accounting officer of every municipality responsible for the transfer of any allocation to another municipality, must, by no later than 120 days before the start of its budget year, notify the receiving municipality of the projected amount of any allocation proposed to be transferred to that municipality during each of the next 3 financial years.

SECTION 45: SHORT-TERM DEBT

- The municipality may incur short-term debt only in accordance with and subject to the provisions of the present Act, and only when necessary to bridge shortfalls within a financial year during which the debt is incurred, in expectation of specific and realistic income to be received within that financial year; or to bridge capital needs within a financial year, to be repaid from specific funds to be received from enforceable allocations or long-term debt commitments.

- The council may approve a short-term debt transaction individually, or may approve an agreement with a lender for a short-term credit facility to be accessed as and when required, including a line of credit or bank overdraft facility, provided that the credit limit must be specified in the resolution of the council; the terms of the agreement, including the credit limit, may be changed only by a resolution of the council; and if the council approves a credit facility limited to emergency use, the accounting officer must notify the council in writing as soon as practicable of the amount, duration and cost of any debt incurred in terms of such a credit facility, as well as the options available for repaying such debt.

- The municipality must pay off short-term debt within the financial year in which it was incurred, and may not renew or refinance short-term debt, whether its own debt or that of any municipal entity, where such renewal or

refinancing will have the effect of extending the short-term debt into a new financial year.

SECTION 46: LONG-TERM DEBT

- A municipality may incur long-term debt only in accordance with and subject to any applicable provisions of the present Act, and only for the purpose of capital expenditure on property, plant or equipment to be used for the purpose of achieving the objects of local government as set out in Section 152 of the Constitution; or refinancing existing long-term debt subject to the requirements of Section 46(5).

SECTION 47: CONDITIONS APPLYING TO BOTH SHORT-TERM AND LONG-TERM DEBT

- The municipality may incur debt only if the debt is denominated in rand and is not indexed to, or affected by, fluctuations in the value of the rand against any foreign currency.

SECTION 64: REVENUE MANAGEMENT (EXCERPTS)

- The accounting officer of the municipality is responsible for the management of the revenue of the municipality.

- The accounting officer, must, among other things, take all reasonable steps to ensure that all money received is promptly deposited in accordance with the requirements of the present Act into the municipality's primary and other bank accounts.

- The accounting officer must also ensure that all revenue received by the municipality, including revenue received by any collecting agent on its behalf, is reconciled on at least a weekly basis.

- The accounting officer must take all reasonable steps to ensure that any funds collected by the municipality on behalf of another organ of state are transferred to that organ of state at least on a weekly basis, and that such funds are not used for purposes of the municipality.

SECTION 65: EXPENDITURE MANAGEMENT (EXCERPTS)

- The accounting officer of the municipality is responsible for the management of the expenditure of the municipality.

- The accounting officer must take all reasonable steps to ensure, among other things, that payments made by the municipality are made direct to the person to whom they are due, unless agreed otherwise for reasons as may be prescribed, and either electronically or by way of non-transferable cheques, provided that cash payments and payments by way of cash cheques may be made for exceptional reasons only, and only up to a prescribed limit.

- The accounting officer must also ensure that all money owing by the municipality is paid within 30 days of receiving the relevant invoice or statement, unless prescribed otherwise for certain categories of expenditure.

- The accounting officer must further ensure that the municipality's available working capital is managed effectively and economically in terms of the prescribed cash management and investment framework.

PART 13: ANNEXURE II: CODE OF PRACTICE IN REGARD TO PAYMENTS, REVENUE COLLECTION AND STORES

1. STORES ADMINISTRATION

1.1 The chief financial officer shall be responsible for the proper administration of all stores.

1.2 If sub-stores are established under the control of any head of department, such head of department shall be similarly responsible for the proper administration of such sub-store, and in doing so shall comply with the stock level policies as determined from time to time by the chief financial officer, acting in consultation with the head of department concerned.

1.3 No sub-store may be established without the prior written consent of the chief financial officer.

2. CONTRACTS: MANAGEMENT OF

2.1 Within such general buying and related procedures as the chief financial officer shall from time to time determine, and further within the confines of any relevant legislation and of such rules and procedures as may be determined by the executive mayor or mayoral committee, as the case may be:

- all buying contracts shall be administered by the chief financial officer, and all payments relating to such contracts shall be authorised by the chief financial officer or the head of department concerned; and

- all other contracts, including building, engineering and other civil contracts shall be administered by the head of department concerned, and all payments relating to such contracts shall be authorised by such head of department in accordance with the provisions of Section 3 below. The head of department concerned shall ensure that all payment certificates in regard to contracts are

properly examined and are correct in all respects - before being submitted to the chief financial officer for payment.

3. PAYMENTS

3.1 All payments, other than petty cash disbursements, shall be made through the municipality's bank account(s).

3.2 The chief financial officer shall draw all cheques on this account, and shall, in consultation with the municipal manager and with due regard to the council's policy on banking and investments, determine the rules and procedures relating to the signing of cheques, and from time to time jointly with the municipal manager decide on appropriate signatories.

3.3 All requests for payments of whatever nature shall be submitted on payment vouchers, the format of which shall be determined by the chief financial officer. Such vouchers shall be authorised in terms of such rules and procedures as are determined from time to time by the chief financial officer.

3.4 The maximum amount and nature of petty disbursements, where not covered by the general buying procedures referred to in Section 2, shall be generally determined from time to time by the chief financial officer. No cash float shall be operated without the authority of the chief financial officer, who may prescribe such procedures relevant to the management of such float as are considered necessary.

3.5 The chief financial officer shall be responsible for the payment of all salaries and remuneration benefits to employees and councillors, and for the determination of the payment system to be used.

4. REVENUE AND CASH COLLECTION

4.1 Every head of department shall be responsible for the collection of all moneys falling within the ambit and area of his or her designated functions.

4.2 The chief financial officer shall ensure that all revenues are properly accounted for.

4.3 The collection of all arrear revenues and the control of arrear accounts shall be coordinated by the chief financial officer in terms of any policies determined by the council. If it is clear that any revenues are not recovered or likely to be recovered after the necessary steps have been taken, the chief financial officer shall report the matter adequately and timeously to the finance and executive committees.

4.4 The chief financial officer shall ensure that adequate provision is maintained to cover the writing off of irrecoverable revenues, having due regard to the council's policy on rates and tariffs.

5. BANKING OF RECEIPTS

5.1 Guidelines and procedures for the banking of cheques and other receipts shall, if necessary, be determined from time to time by the chief financial officer.

5.2 Where applicable, every head of department shall ensure that all revenues are banked daily with the municipality's banker(s), or less frequently if so approved by the chief financial officer.

CAPE WINELANDS DISTRICT
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

ASSET MANAGEMENT POLICY

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1. Definitions

1.1 **Accounting Officer** – means the Municipal Manager appointed in terms of Section 82 of the Municipal Structures Act 1998 (Act 117 of 1998).

1.2 **Accumulated Depreciation** – comprises the collective sum of all annual depreciation charges raised from the date of acquisition of an asset up to a specific balance sheet date during the assets useful life.

1.3 **Acquisition Date** – refers to the actual date the asset was purchased or constructed or, where this information is not available, it is the assumed date determined by taking into account the assets age and condition. Acquisition dates must be decided upon in order to determine backlog depreciation.

1.4 **"Assets"** – are resources controlled by an entity as a result of past events and from which future economic benefits or service potential are expected to flow to the entity. Their net book value (cost less accumulated depreciation) is included in the balance sheet and accounting records. These assets are normally funded on the capital budget and are then capitalized in the year of acquisition or completion.

1.5 **Asset Adjudication Committee** - a committee established by the Municipal Manager to regulate the replacement, acquisition, disposals and write off of assets

1.6 **Benchmark Treatment** – refers to the periodical review of the carrying amount of an item or a group of items of Property, Plant and Equipment (PPE) in order to assess whether the recoverable amount has declined below the carrying amount. When such a decline has occurred, the carrying amount should be reduced to the recoverable amount. The treatment is set out in detail in GRAP 17.

1.7 **Capitalization Policy** – as it refers to all assets where the recognition criteria in terms of GRAP 17 para.11 have been met. The cost of these items of property, plant and equipment shall be recognised as an asset if, and only if:

(a) it is probable that future economic benefits or service potential associated with the item will flow to the entity, and

(b) the cost or fair value of the item can be measured reliably

1.8 **Carrying Amount** – is the amount at which an asset is included in the balance sheet after deducting any accumulated depreciation thereon.

1.9 **Chief Financial Officer** – means an officer of a municipality designated by the Municipal Manager to be administratively in charge of the budgetary and treasury functions in terms of sec 80(2)(a) of the *MFMA*.

1.10 **Community Assets** are defined as any asset that contributes to the community's well being. Examples are Parks, Libraries and Fire Stations.

1.11 **Cost** – is the amount of cash or equivalents paid or the fair value of or any other consideration given to acquire an asset at the time of its acquisition or construction.

1.12 **Depreciable Amount** – is the cost of an asset, or other amount substituted for cost in the financial statements, less its residual value.

1.13 **Depreciation Method** – refers to the methods of calculating depreciation. For example, the Straight-Line method applied to motor vehicles and the Units of Production method applied to tip sites.

1.14 **Depreciation** – is the systematic allocation of the annual depreciable amount of an asset over its useful life.

1.15 **Fair Value** – is the amount for which an asset could be exchanged between two knowledgeable, willing parties in an arm's length transaction.

1.16 **Head Of Department** – shall be the Executive Director appointed in terms of S56 of the MFMA to manage a service or departmental function for which he/she is directly responsible to the Municipal Manager.

1.17 **Heritage Assets** – are defined as culturally significant resources. Examples are works of art, historical buildings and statues.

1.18 **Infrastructure Assets** – are defined as any asset that is part of a network of similar assets, which are connected to perform a specific function. Examples are roads, water reticulation and purification schemes, sewerage reticulation and treatment, transport terminals and car parks.

1.19 **Inventories** - are assets:

a. held for sale in the ordinary course of municipal activities,

b. in the process of production for such sale, or

c. in the form of materials or supplies to be consumed in the production process or in the rendering of services.

1.20 **Investment Properties** – are defined as properties that are acquired from economic and capital gains. Examples are office parks and undeveloped land acquired for the purpose of resale in future years.

1.21 **Other Assets** – are defined as assets utilized in normal operations. Examples are plant and equipment, motor vehicles, personal computers, furniture and fittings.

1.22 **Net realizable value** - is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

1.23 **Property, Plant and Equipment** – are tangible assets that:-

a. are held by the municipality for use in the production or supply of. goods or services, for rental to others, or for administrative purposes, and
b. are expected to be used during more than one period.

1.24 **Recoverable Amount** – is the amount that the municipality expects to recover from the future use of an asset, including its residual value on disposal.

1.25 **Residual Value** – is the net amount the municipality expects to obtain for an asset at the end of its useful life after deducting the expected costs of disposal.

1.26 **Useful Life** – refers to the life span of an asset and is either:-

a. the period of time measured in years over which an asset is expected to be used by the municipality, or
b. the number of production or similar units expected to be obtained from the asset by the municipality' Chief Financial Officer.

2. Compliance with laws and legislation

2.1 Section 63(1) of the Local Government Municipal Finance Management Act, 2003 (Act No. 56 of 2003) requires that a municipality establish an appropriate and effective controls to

ensure the adequate safeguarding and maintenance of Council's assets.

3. Objectives of the policy

3.1 This policy sets out the procedures to be followed by the Accounting Officer, Executive Directors and their staff, to whom functions are delegated, for the management of the Cape Winelands District Municipality's assets and the reporting to Council on such functions wherever applicable.

3.2 The objective of this policy is further aimed at improving the custodianship over all categories assets and institute steps for the proper administration and accounting of assets.

3.3 This policy has been prepared in terms of the new accounting standards for local government, GRAP 17 (Generally Recognized Accounting Practice).

3.4 These assets will be used in the production or supply of goods and services or for administrative purposes in providing services to all the residents within the community of the Cape Winelands District Municipality and must accordingly be protected and maintained over their respective useful lives.

3.5 All municipal property, plant and equipment are classified into infrastructure assets, community assets, heritage assets, investment properties and other assets.

3.6 The policy will enable Council to reflect the market value of the fixed assets on the balance sheet and improve Council's financial standing.

4. Role of the Accounting Officer

4.1 As accounting officer of the municipality, the municipal manager shall be the principal custodian of all the municipality's assets, and shall be responsible for ensuring that the asset management policy is scrupulously applied and adhered to.

5. Role of the Chief Financial Officer

5.1 The chief financial officer shall be the fixed asset registrar of the municipality, and shall ensure that a complete, accurate and up-to-date computerised fixed asset register is maintained.

5.2 No amendments, deletions or additions to the fixed asset register shall be made other than by the chief financial officer or by an official acting under the written instruction of the chief financial officer.

6. Format of the fixed asset register

6.1 The fixed asset register shall be maintained in the format determined by the Chief Financial Officer, which format shall comply with the requirements of generally recognised accounting practice (GRAP) and International Financial Reporting Standards (IFRS)

6.2 The fixed asset register shall reflect the following information:

6.2.1 a brief description of each asset

6.2.2 the date on which the asset was acquired or brought into use or ready for use pending of the category of asset

6.2.3 the location of the asset

6.2.4 the department(s) or vote(s) within which the assets will be used

6.2.5 the title deed number, in the case of land and buildings

6.2.6 the stand number (Erf. No.), in the case of fixed property

6.2.7 where applicable, the identification number, as determined in compliance with part 11 below

6.2.8 the original cost, or the revalued amount determined in compliance with part 26 below, or the fair value if no costs are available

6.2.9 the (last) revaluation date of the fixed assets subject to revaluation

6.2.10 the revalued value of such fixed assets

6.2.11 who did the (last) revaluation

6.2.12 accumulated depreciation to date

6.2.13 the depreciation charge for the current financial year

6.2.14 the carrying value of the asset

6.2.15 the method and rate of depreciation

6.2.16 impairment losses incurred during the financial year (and the reversal of such losses, where applicable)

6.2.17 the source of financing

6.2.18 the current insurance arrangements

6.2.19 whether the asset is required to perform basic municipal services

6.2.20 whether the asset has been used to secure any debt, and – if so – the nature and duration of such security arrangements

6.2.21 the date on which the asset is disposed of

6.2.22 the disposal price

6.2.23 the date on which the asset is retired from use and transferred to non-current assets held for sale

6.2.24 financial leases should also be included in the asset register as assets subject to finance leases

6.3 All executive directors under whose control any asset falls shall promptly provide the Chief Financial Officer in writing with any information required to compile the fixed asset register, and

shall promptly advise the chief financial officer in writing of any material change which may occur in respect of such information.

6.4 If the asset is constructed over a period of time, it shall be recorded as work-in-progress (for example and unfinished road) until it is available for use, thereafter it shall be appropriately capitalised as an asset in the fixed assets register.

6.5 A fixed asset shall remain in the fixed assets register for as long as it is in physical existence.

7 Classification of assets

7.2 In compliance with the requirements of the National Treasury, the chief financial officer shall ensure that all fixed assets are classified under the following headings in the fixed assets register, and heads of departments shall in writing provide the chief financial officer with such information or assistance as is required to compile a proper classification:

7.3 Property, plant and equipment

7.1.1 land and buildings (not held as investment assets)

7.1.2 infrastructure assets (assets which are part of a network of similar assets)

7.1.3 community assets (resources contributing to the general well-being of the community)

7.1.4 heritage assets (culturally significant resources)

7.1.5 other assets (ordinary operational resources)

7.2 Inventories

7.2.1 housing (rental stock or housing stock not held for capital gain)

*7.3 **Investment properties***

7.3.1 investment assets (resources held for capital or operational gain)

7.4 The Chief Financial Officer shall adhere to the classifications indicated in the annexure on fixed asset lives (see part 33 below), and in the case of a fixed asset not appearing in the annexure shall use the classification applicable to the asset most closely comparable to the asset in question.

*7.5 **Finance Lease***

A finance lease is a lease that transfers substantially all the risks and rewards incidental to ownership of an asset. Title may or may not eventually be transferred.

8 Investment Properties

8.1 Investment assets shall be accounted for in terms of GRAP 16 and shall not be classified as property, plant and equipment for purposes of preparing the municipality's statement of financial position.

8.2 Investment assets shall comprise land or buildings (or parts of buildings) or both held by the municipality, as owner or as lessee under a finance lease, to earn rental revenues or for capital appreciation or both.

8.3 Investment assets shall be recorded in the fixed assets register in the same manner as all other assets, but a separate section of the fixed assets register shall be maintained for this purpose.

8.4 Investment assets shall not be depreciated, but shall be annually valued on balance sheet date to determine their fair (market) value.

8.5 Investment assets shall be recorded in the balance sheet at such fair value.

8.6 Adjustments to the previous year's recorded fair value shall be accounted for as either gains (revenues) or losses (expenses) in the accounting records of the department or service controlling the assets concerned.

8.7 Property being constructed or developed on behalf of third parties. For example, the Department of Housing may enter into construction contracts with entities external to its government (see the Standard of GRAP on Construction Contracts).

8.8 An expert valuer shall be engaged by the municipality to undertake such valuations.

8.9 If Council resolves to construct or develop a property for future use as an investment property, such property shall in every respect be accounted for as an ordinary fixed asset until it is ready for its intended use – thereafter it shall be reclassified as an investment asset.

9 Fixed assets recognised as inventory

9.1 Any land or buildings owned or acquired by the municipality with the intention of selling such property in the ordinary course of business, or any land or buildings owned or acquired by the municipality with the intention of developing such property for the purpose of selling it in the ordinary course of business, shall be accounted for as inventory (see the Standard of GRAP on Inventories), and not included in either property, plant and equipment or investment property in the municipality's statement of position.

9.2 Such inventories shall, however, be recorded in the fixed assets register in the same manner as other fixed assets, but a separate section of the fixed assets register shall be maintained for this purpose.

10 Recognition of Heritage assets in the fixed asset register

10.1 If no original costs or fair values are available in the case of one or more or all heritage assets, the Accounting Officer may, if it is believed that the determination of a fair value for the assets in question will be a laborious or expensive undertaking, record such asset or assets in the fixed asset register without an indication of the costs or fair value concerned.

10.2 For Statement of Financial Position purposes, the existence of such heritage assets shall be disclosed by means of an appropriate note.

11 Recognition of assets received for no consideration

11.1 Where a fixed asset is donated to the municipality, or a fixed asset is acquired by means of an exchange of assets between the municipality and one or more other parties, the asset concerned shall be recorded in the fixed asset register at its fair value, as determined by the Accounting Officer.

12 Recognition of finance lease assets

12.1 Initial recognition

At the commencement of the lease term, lessees shall recognise finance leases as assets and liabilities in their statement of financial position at amounts equal to the fair value of the leased property or, if lower, the present value of the minimum lease payments, each determined at the inception of the lease. The discount rate to be used in calculating the present value of the minimum lease payments is the interest rate implicit in the lease, if this is practicable to determine: if not, the lessee's incremental borrowing rate shall be sued. Any initial direct costs of the lessee are added to the amount recognised as an asset.

12.2 **Subsequent measurement**

12.2.1 Minimum lease payment

Minimum lease payments shall be apportioned between the finance charge and the reduction of the outstanding liability. The finance charge shall be allocated to each period during the lease term so as to produce a constant periodic rate of interest on the remaining balance of the liability. Contingent rents shall be charged as expenses in the periods in which they are incurred.

12.2.2 Depreciation

A finance lease gives rise to a depreciation expense for depreciable assets as well as finance expenses for each accounting period. The depreciation policy for depreciable leased assets shall be consistent with that for depreciable assets that are owned, and the depreciation recognised shall be calculated in accordance with the Standard of GRAP on Property, Plant and Equipment and the International Accounting Standard on Intangible Assets. If there is no reasonable certainty that the lessee will obtain ownership by the end of the lease term, the asset shall be fully depreciated over the shorter of the lease term and its useful life.

12.3 Disclosure - Leases

Lessees shall, in addition to meeting the requirements of the Standard of GRAP on Financial Instruments: Disclosure and Presentation, make the following disclosures for finance lease:

12.3.1 for each class of asset, the net carrying amount at the reporting date,

12.3.2 a reconciliation between the total of future minimum lease payments at the reporting date, and their present value.

In addition, an entity shall disclose the total of future minimum lease payments at the reporting date, and their present value, for each of the following periods:

12.3.2.1 not later than one year,

12.3.2.2 later than one year and not later than five years, and

12.3.2.3 later than five years,

12.3.3 contingent rents recognised as an expense in the period,

12.3.4 the total of future minimum sublease payments expected to be received under non-cancellable subleases at the reporting date,

12.3.5 a general description of the lessee's material leasing arrangements including, but not limited to, the following:

12.3.5.1 the basis on which contingent rent payable is determide3d,

12.3.5.2 the existence and terms of renewal or purchase options and escalation clauses, and

12.3.5.3 restrictions imposed by lease arrangements, such as those concerning return of net surplus, return of capital contributions, dividends, additional debt and further leasing, and

12.3.6 the depreciation and the finance charge relating to the leased asset shall be included as part of the total depreciation and finance charges respectively.

13 Safeguarding of assets

13.1 Every executive director of each department shall be directly responsible for the physical safekeeping of any fixed asset controlled or used by the department in question.

13.2 In exercising this responsibility, every executive director shall adhere to any written directives issued by the Accounting Officer to the department in question, or generally to all departments, in regard to the control of or safekeeping of the municipality's fixed assets.

13.3 With reference to assets that have been identified as redundant, a review of the condition should be performed by the **Asset Adjudication Committee** to determine whether these items should be replaced or repaired where possible.

13.4 All assets as mentioned in 13.3 should clearly be identified and stored in a demarcated storeroom with only the Chief Financial Officer or a delegated official having access to the area

14 Identification of assets

14.1 The Accounting Officer shall ensure that Council maintains a fixed asset identification system which shall be operated in conjunction with its computerised fixed asset register.

14.2 The identification system shall be determined by the Accounting Officer, acting in consultation with the Chief Financial Officer and other heads of departments, and shall comply with any legal prescriptions, as well as any recommendations of the Auditor-General as indicated in the municipality's audit report(s), and shall be decided upon within the context of the municipality's budgetary and human resources.

14.3 Every Executive Director of a department shall ensure that the asset identification system approved for the municipality is scrupulously applied in respect of all fixed assets controlled or used by the department in question.

15 Procedure in case of loss, theft, destruction or impairment of assets

15.1 Every Executive Director shall ensure that any incident of loss, theft, destruction, or material impairment of any fixed asset controlled or used by the department in question is promptly reported in writing to the Chief Financial Officer, to the internal auditor, and – in cases of suspected theft or malicious damage – also to the South African Police Service.

16 Recognition Criteria: Intangible assets

16.1 Intangible assets are treated in accordance with the provisions of Standard of GRAP on *Intangible Assets*. In accordance with these provisions intangible assets are initially recorded at their cost price and are subsequently amortised over their useful lives. An annual impairment exercise should be performed as required by the Standard.

16.2 An intangible asset is defined as an identifiable non – monetary asset without physical substance held for use in the production or supply of goods or services, for rental, to others, or for administrative purposes. Examples of intangible assets are: computer software that is not an integral part of the related hard ware and mineral rights.

17 Capitalisation criteria: Reinstatement, Maintenance and other expenses

17.1 Only expenses incurred in the enhancement of a fixed asset (in the form of improved or increased services or benefits flowing from the use of such asset) or in the material extension of the useful operating life of a fixed asset shall be capitalised.

17.2 Expenses incurred in the maintenance or reinstatement of a fixed asset shall be considered as operating expenses incurred in ensuring that the useful operating life of the asset concerned is attained, and shall not be capitalised, irrespective of the quantum of the expenses concerned.

17.3 Expenses which are reasonably ancillary to the bringing into operation of a fixed asset may be capitalised as part of such fixed asset.

17.4 Such expenses may include but need not be limited to import duties, forward cover costs, transportation costs, and installation, assembly and communication costs.

18 Maintenance plans

18.1 Every head of department shall ensure that a maintenance plan in respect of every new infrastructure asset with a value of R250 000 (two hundred and fifty thousand rand) or more is promptly prepared and submitted to the council of the municipality for approval.

18.2 If so directed by the Accounting Officer, the maintenance plan shall be submitted to the council prior to any approval being granted for the acquisition or construction of the infrastructure asset concerned.

18.3 The head of department controlling or using the infrastructure asset in question, shall annually report to Council, not later than 31 January, the extent to which the relevant maintenance plan has been complied with, and of the likely effect which any non-compliance may have on the useful operating life of the asset concerned.

18.4 Every Executive Director should ensure that the infrastructure assets are kept in an operative condition to maintain the asset in question over its original estimate useful life.

19 Deferred Maintenance

19.1 If there is material variation between the actual maintenance expenses incurred and the expenses reasonably envisaged in the approved maintenance plan for any infrastructure asset (see part 18 above), the Chief Financial Officer shall disclose the extent of and possible implications of such deferred maintenance in an appropriate note to the financial statements.

19.2 Such note shall also indicate any plans which the council of the municipality has approved in order to redress such deferral of the maintenance requirements concerned.

19.3 Every Executive Director should ensure that the maintenance budgets are utilised in order for assets to be kept in good condition and that the maintenance plans and its progress be reported to Council on a regular basis.

19.4 If no such plans have been formulated or are likely to be implemented, the Chief Financial Officer shall re-determine the useful operating life of the fixed asset in question, if necessary in consultation with the head of department controlling or using such asset, and shall recalculate the annual depreciation expenses accordingly.

20 General maintenance of assets

20.1 Every executive director shall be directly responsible for ensuring that all assets (other than infrastructure assets which are dealt with in part 18 and part 19 above) are properly maintained and in a manner which will ensure that such assets attain their useful operating lives.

21 Depreciation of assets

21.1 All fixed assets, except land and heritage assets, shall be depreciated – or amortised in the case of intangible assets.

21.2 Depreciation may be defined as the monetary quantification of the extent to which a fixed asset is used or consumed in the provision of economic benefits or the delivery of services.

21.3 Depreciation shall generally take the form of an expense both calculated and debited on a monthly basis against the appropriate line item in the department or vote in which the asset is used or consumed.

21.4 Depreciation shall be calculated from the 1st day of the month following the month in which the asset was brought into use.

21.5 Depreciation shall be calculated on cost less residual values.

21.6 Residual values are applicable on all assets. The Auto Dealers Guide should be used to determine the percentages for residual values on vehicles. A residual value of 10% is applicable on Other Assets, based on an average income from the sale of

assets on public auctions. Land and Buildings are valued every third year by a registered property valuator.

21.7 Each head of department, acting in consultation with the Chief Financial Officer, shall ensure that reasonable budgetary provision is made annually for the depreciation of all applicable fixed assets controlled or used by the department in question or expected to be controlled or used during the ensuing financial year.

21.8 The procedures to be followed in accounting and budgeting for the amortisation (depreciation) of intangible assets shall be identical to those applying to the depreciation of other fixed assets.

22 Rate of depreciation

22.1 The Chief Financial Officer shall assign a useful operating life to each depreciable asset recorded on the municipality's fixed asset register. In determining such a useful life the Chief Financial Officer shall adhere to the useful lives set out in the annexure to this document (see part 33 below).

22.2 In the case of a fixed asset which is not listed in this Annexure, the Chief Financial Officer shall determine a useful operating life, if necessary in consultation with the head of department who shall control or use the fixed asset in question, and shall be guided in determining such useful life by the likely pattern in which the asset's economic benefits or service potential will be consumed.

23 Method of depreciation

23.1 Except in those cases specifically identified in part 35 below, the Accounting Officer shall depreciate all depreciable assets on the straight-line method of depreciation over the assigned useful operating life of the asset in question (Cost less residual value divided by the useful operating life).

23.2 On an annual basis the Asset Adjudication Committee shall with the assistance of the executive directors performing an

impairment exercise to determine the fair value of assets where indication exists of possible damage or change in present value of future cash flows.

24 Review of asset lives and impairment of assets

24.1 Only the Chief Financial Officer may amend the useful operating life assigned to any fixed asset, and when any material amendment occurs the chief financial officer shall inform Council of such amendment.

24.2 The Chief Financial Officer shall amend the useful operating life assigned to any fixed asset if it becomes known that such asset has been materially impaired or improperly maintained to such an extent that its useful operating life will not be attained, or any other event has occurred which materially affects the pattern in which the asset's economic benefits or service potential will be consumed.

24.3 If the value of a fixed asset shall be impaired to such an extent that it has no or a negligible further useful operating life or residual value such fixed asset shall be fully depreciated in the financial year in which such impairment of value occurs.

24.4 Similarly, if a fixed asset has been lost, stolen or damaged beyond repair, it shall be fully depreciated in the financial year in which such event occurs, and if the fixed asset has physically ceased to exist, it shall be written off the fixed asset register.

24.5 In all the foregoing instances, the additional depreciation expenses shall be debited to the department or vote controlling or using the fixed asset in question.

24.6 If any of the foregoing events arises in the case of a normally non-depreciable fixed asset, and such fixed asset has been capitalised at a value other than a purely nominal value, such fixed asset shall be partially or fully depreciated, as the case may be, as though it were an ordinary depreciable asset, and the department or vote controlling or using the fixed asset in question shall bear the full depreciation expenses concerned.

25 Alternative methods of depreciation in specific instances

25.1 The Chief Financial Officer may employ the sum-of-units method of depreciation in the case of fixed assets which are physically wasted in providing economic benefits or delivering services. This method is only applicable on municipalities with cemeteries.

25.2 The Chief Financial Officer shall only employ this method of depreciation if the head of department controlling or using the fixed asset in question gives a written undertaking to the Municipal Manager to provide:

- estimates of statistical information required by the Chief Financial Officer to prepare estimates of depreciation expenses for each financial year; and
- actual statistical information, for each financial year.

25.3 The head of department concerned shall moreover undertake to provide such statistical information at the specific times stipulated by the Chief Financial Officer.

25.4 Where the Chief Financial Officer decides to employ the sum-of-units method of depreciation, and the requirements set out in the preceding paragraph have been adhered to, the Chief Financial Officer shall inform Council of the decision in question.

26 Carrying value of assets

26.1 All fixed assets shall be carried in the fixed asset register, and appropriately recorded in the annual financial statements, at their original cost or fair value less any accumulated depreciation or impairments.

27 Revaluation of assets

27.1 All land and buildings recorded in the municipality's fixed asset register shall be revalued every third year (or, if the land and buildings concerned fall within the boundary of another

municipality, with the adoption by such municipality of each new valuation roll).

27.2 The Chief Financial Officer shall adjust the carrying value of the land and buildings concerned to reflect in each instance the fair value of the fixed asset as recorded.

27.3 The fixed asset concerned shall, in the case of buildings, thereafter be depreciated on the basis of its revalued amount, over its remaining useful operating life, and such increased depreciation expenses shall be budgeted for and debited against the appropriate line item in the department or vote controlling or using the fixed asset in question.

27.4 The Chief Financial Officer shall ensure that an amount equal to the difference between the new (enhanced) monthly depreciation expense and the depreciation expenses determined in respect of such fixed asset before the revaluation in question is transferred each month from the revaluation reserve to the municipality's appropriation account.

27.5 An adjustment of the aggregate transfer shall be made at the end of each financial year.

27.6 If the amount recorded on the valuation roll is less than the carrying value of the fixed asset recorded in the fixed asset register, the Chief Financial Officer shall adjust the carrying value of such asset by increasing the accumulated depreciation of the fixed asset in question by an amount sufficient to adjust the carrying value to the value as recorded in the valuation roll.

27.7 Such additional depreciation expenses shall form a charge, in the first instance, against the balance in any revaluation reserve previously created for such asset, and to the extent that such balance is insufficient to bear the charge concerned, an immediate additional charge against the department or vote controlling or using the asset in question.

27.8 Revalued land and buildings shall be carried in the fixed asset register, and recorded in the annual financial statements, at

their revalued amount, less accumulated depreciation (in the case of buildings) and impairments.

28 Verification of assets

28.1 Every executive director of department shall at least twice during every financial year undertake a comprehensive verification of all fixed assets controlled or used by the department concerned.

28.2 Every executive director of department shall promptly and fully report in writing to the Chief Financial Officer in the format determined by the Chief Financial Officer, all relevant results of such fixed asset verification, provided that each such asset verification shall be undertaken and completed as closely as possible to the end of each financial year, and that the resultant report shall be submitted to the Chief Financial Officer not later than 30 June of the year in question.

29 Alienation of assets

29.1 In compliance with the principles and prescriptions of the Municipal Finance Management Act, the transfer of ownership of any fixed asset shall be fair, equitable, transparent, competitive and consistent with the municipality's supply chain management policy.

29.2 Every executive director of department shall report in writing to the Chief Financial Officer on 31 October and 30 April of each financial year on all fixed assets controlled or used by the department concerned which such head of department wishes to alienate by public auction or public tender.

29.3 The Chief Financial Officer shall thereafter consolidate the requests received from the various departments, and shall promptly report such consolidated information to the council or the Accounting Officer of the municipality, as the case may be, recommending the process of alienation to be adopted.

29.4 The Chief Financial Officer shall present a non-current asset classified as held for sale and the assets of a disposal group classified as held for sale separately from other assets in the statement of financial position. The liabilities of a disposal group classified as held for sale shall be presented separately from other liabilities in the statement of financial position. Those assets and liabilities shall not be offset and presented as a single amount. The major classes of assets and liabilities classified as held for sale shall be separately disclosed either on the face of the statement of financial position or in the notes.

29.5 Once the fixed assets are alienated, the Chief Financial Officer shall delete the relevant records from the fixed asset register.

29.6 If the proceeds of the alienation are less than the carrying value recorded in the fixed asset register, such difference shall be recognised as a loss in the income statement of the department or vote concerned.

29.7 If the proceeds of the alienation, on the other hand, are more than the carrying value of the fixed asset concerned, the difference shall be recognised as a gain in the statement of financial performance of the department or vote concerned.

29.8 All gains or losses realised on the alienation of fixed assets shall remain as income or expenses on the statement of financial performance of the department or vote concerned.

29.9 Transfer of fixed assets to other municipalities, municipal entities (whether or not under the municipality's sole or partial control) or other organs of state shall take place in accordance with the above procedures, except that the process of alienation shall be by private treaty.

30 Write-off of assets

30.1 The Accounting Officer in consultation with the Chief Financial Officer will appoint an Asset Adjudication Committee to regulate all write off of assets.

30.2 All fixed assets shall be written off only on the recommendation of Asset Adjudication Committee and with the approval of the delegated official in terms of the System of Delegations paragraph F.14.

30.3 Every head of department shall report to the Chief Financial Officer on 31 October and 30 April of each financial year on any fixed assets which such head of department wishes to have written off, stating in full the reason for such recommendation.

30.4 The Chief Financial Officer shall consolidate all such reports, and shall promptly submit a recommendation to the council of the municipality on the fixed assets to be written off.

30.5 The only reasons for writing off fixed assets, other than the alienation of such fixed assets, shall be the loss, theft, and destruction or material impairment of the fixed asset in question.

31 Replacement – Norms and standards

31.1 The Accounting Officer, in consultation with the Chief Financial Officer and executive directors of departments, shall formulate norms and standards for the replacement of all normal operational fixed assets.

31.2 The Accounting Officer in consultation with the Chief Financial Officer shall establish an Asset Adjudication Committee to regulate the replacement, acquisition and disposals of assets

31.4.1 Assets will only be replaced under the following circumstances:

31.4.1.I Vehicles

31.4.1.I.1 In cases of material impairment

31.4.1.I.2 If the asset is stolen.

31.4.1.I.3 Vehicles are replaced at the end of their normal useful life

31.4.1.I.4 If the net current value of a new asset, discounted over its useful life, is less than the net current value of the existing asset, discounted over the same period.

31.4.1.II Personal Computers, Screens and Laptops

31.4.1.II.1 Personal computers, screens and laptops are replaced every third year.

31.4.1.II.2 In cases of material impairment

31.4.1.II.3 If the asset is stolen.

31.4.1.III Furniture and Equipment

31.4.1.III.1 In cases of material impairment

31.4.1.III.2 If the cost to repair the damaged asset is more than the net book value of the specific asset

31.4.1.III.3 If the net current value of a new asset, discounted over its useful life, is less than the net current value of the existing asset, discounted over the same period.

31.4.1.IV Office Machines

31.4.1.IV.1 In cases of material impairment

31.4.1.IV.2 If the cost to repair the damaged asset is more than the net book value of the specific asset

31.4.1.IV.3 If the net current value of a new asset, discounted over its useful life, is less than the net current value of the existing asset, discounted over the same period.

32. Office furniture and equipment for new posts created on the micro structure

New office equipment and furniture will be bought for officials to be appointed in new posts if not available.

33. Insurance of assets

33.1 In terms of the System of Delegations paragraph F xx the Chief Financial Officer must ensure that all movable and immovable fixed assts of the municipality are sufficiently insured.

33.2 Council's insurance brokers should be notified immediately of changes in the following ***specified*** items on the insurance portfolio, because the insurance premium changes in relation to the change on the portfolio:

33.2.1 A change in the number of lab tops insured

33.2.2 A change in the number of vehicles

33.2.3 A change in the number of people insured against aids

33.2.4 When buildings are bought or sold

34 Annexure: Useful lives

34.1 Depreciation is calculated on cost, using the straight line, method, over the estimated useful lives of the assets. The depreciation rates are based on the following estimated useful lives:

Buildings	30 – 40 years
Specialist Vehicles	10 – 15 years
Other Vehicles	5 - 10 years
Office Equipment & Air Conditioners	3 – 5 years
Furniture & Fittings	5 – 10 years
Specialist plant & equipment	10 – 15 years
Other plant & equipment	5 – 10 years

34.2 Heritage assets, which are defined as culturally significant resources are not depreciated as they are regarded as having an infinite life. Land is also not depreciated for the same reason.

35 Annexure: Paraphrase of Section 14 of the Municipal Finance and Management Act of 2003

35.1 A municipality may not alienate any capital asset required to provide a minimum level of basic municipal services.

35.2 A municipality may alienate any other capital asset, but provided

- the council, in a meeting open to the public, has first determined that the asset is not required to provide a minimum level of basic municipal services, and
- the council has considered the fair market value of the asset and the economic and community value to be received in exchange for the asset.

ENGLISH

Kaapse Wynland

DISTRIKSMUNISIPALITEIT

KREDIETBEHEER-, SKULDINVORDERINGS-,

Hoofstuk 9 van die Wet Op Plaaslike Regering: Munisipale Stelsels No. 32 van 2000

&

BEHOEFTIGHEIDSBELEIDS-RIGTINGS

Goedgekeur deur Raad: R.6.4.1.12
30 September 2002

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1 OOGMERKE VAN DIE BELEID

Die oogmerke van die beleid is om:

- ‘n Raamwerk te bied waarbinne die Munisipale Raad sy uitvoerende en wetgewende gesag met betrekking tot kredietbeheer en skuldinvordering kan uitoefen.
- Te verseker dat alle gelde verskuldig en betaalbaar aan die Munisipaliteit ingevorder word en gebruik word om munisipale dienste te lewer in die beste belang van die gemeenskap, inwoners en belastingbetalers op ’n finansieel volhoubare wyse.

Ingevolge artikel 96(a) van die Wet op Plaaslike Regering: Munisipale Stelsels, 2000 (Wet 32 van 2000) moet ’n munisipaliteit alle gelde wat aan hom verskuldig en betaalbaar is, invorder onderworpe aan hierdie Wet en enige ander toepaslike wetgewing.

- Fokus op alle uitstaande skuld, soos gehef teen die debiteur se rekening asook onbetaalde termyne in terme van Streeksdiensteheffings en stel realistiese teikens vir invordering.
- Sit kredietbeheer- en skuldinvorderingsbeleidsprosedures asook behoeftigheidsbeleid uiteen.
- Bied ’n raamwerk om die munisipale begroting te verbind aan;
  - armoedebystand en
  - tariefbeleid.
- Bevorder ’n kultuur van goeie betalingsgewoontes onder debiteure en kweek ’n gevoel van verantwoordelikheid teenoor die betaling van eiendomsbelasting en munisipale rekeninge en om munisipale skuld te verminder.
- Onderworpe aan die beginsels waarvoor daar in hierdie beleid voorsiening gemaak word, moet die Raad innoverende, koste-effektiewe, doeltreffende en gepaste metodes daar stel om soveel skuld moontlik in die kortste moontlike tyd in te vorder sonder om met die proses in te meng.
- Hanteer wanbetalers doeltreffend en effektief ingevolge die bepalings en voorwaardes van die beleid.

2 WOORDOMSKRYWINGS

2.1	“**agterstallige geld**”	verwys na enige bedrag verskuldig aan die Raad wat nie teen die betaaldatum betaal is nie.
2.2	“**fakturering**”	verwys na die proses om geld te vra vir dienste wat gelewer is, om rekeninge uit te reik.
2.3	“**kredietbeheer**”	het te make met die voorwaardes en prosedures om rekekeninge te lewer en die betaling vir dienste wat gelewer is, te reguleer asook Streeksdiensteheffings betaalbaar in gevolge van die Wet op Streeksdiensterade, Wet No. 109 van 1985.
2.4	“**kredietbeheerbeleid**”	verwys na die regulering van dag-tot-dag aksies wat tot die lewering van rekeninge en die betaling daarvan lei. Dit sluit in kwessies soos diensooreenkomste, betaal-geriewe, betaalpunte, finale datums vir betalings, rente en armoede-bystand.
2.5	“**skuldinvordering**”	verwys na die skuldinvorderings-proses en sluit sanksies in (krediet, gradering, regstappe, ens) wat in die geval van nie-betaling van rekeninge toegepas kan word.
2.6	“**skuldverhalingsbeleid**”	verwys na die regulering van aksies met betrekking tot agterstallige rekeninge, insluitende uitstel toegestaan, skriftelike reëlings om agterstallige geld af te betaal, die monitering daarvan en regstappe wat met onbetaalde rekeninge verband hou.
2.7	“**afsluiting**”	die onderbreking van water- of elektrisiteitstoevoer na ’n debiteur indien betalingskennisgewings geïgnoreer is.

2.8	"**betaaldatum**"	verwys na die finale datum vir betaling soos aangetoon op die debiteur se munisipale rekening, eis of kennisgewings en SDR verklarings (opgawes).
2.9	"**holisties**"	verwys na die samevoeging van alle skuld ten einde die debiteur se totale verpligting te bepaal.
2.10	"**behoeftigheidsbedrag**"	verwys na toepaslike waarde van die behoeftigheid-subsidie soos van tyd tot tyd deur die Raad bepaal.
2.11	"**rente op agterstallige rekeninge** "	is gegrond op 'n volle maand en 'n gedeelte van 'n maand word as 'n volle maand beskou terwyl rente op agterstallige SDR heffings op 'n daaglikse basis bereken word.
2.12	"**nie-inwonende debiteure**"	word geklassifiseer as die debiteure wat nie in aanmerking kom vir of gratis elektrisiteit of water nie.
2.13	"**woondebiteure**"	word geklassifiseer as die debiteure wat in aanmerking kom vir en gratis elektrisiteit en/of water ontvang.
2.14	"**SDR heffings**"	verwys na Streeksdiensteheffings en Streeksvestigingsheffings.
2.15	"**diverse skuld**"	verwys na enige skuld behalwe belasting, behuising, gemeterde dienste, riolering en vullisverwydering.
2.16	"**toevoer**"	beteken enige gemeterde water- of elektrisiteitstoevoer.
2.17	"**standaard koers**"	'n rentekoers wat een persent hoër is as die rentekoers wat die Raad aan sy bank moet betaal op 'n oortrokke rekening.
2.18	"**peuter**"	die ongemagtigde heraansluiting van toevoer wat vir wanbetaling afgesluit is, peuter met die hooftoevoer of omleiding van die metertoerusting om 'n ongemeterdediens te verkry.
2.19	"**totale huishoudelike**"	verwys na die totale formele inkomste of huishoudelike informele bruto-inkomste van al die mense wat op die eiendom woon.

3 BEGINSELS

- Die administratiewe integriteit van die munisipaliteit moet ten alle koste behou word. Die demokraties verkose amptenare (raadslede) is vir beleidmaking verantwoordelik, terwyl die Munisipale Bestuurder verantwoordelik is vir die uitvoering van hierdie beleidsrigtings.
- Alle kliënte moet 'n amptelike aansoekvorm invul om die munisipaliteit formeel te versoek om met die dienstoevoerlyne verbind te word.
- 'n Afskrif van die aansoekvorm, diensvoorwaardes en uittreksels uit die Raad se kredietbeheer- en skuldinvorderingsbeleid en verordeninge moet op versoek aan elke kliënt gegee word.
- Fakturering moet akkuraat, betyds en verstaanbaar wees.
- Die kliënt is geregtig op redelike toegang tot betaalpunte en 'n verskeidenheid betroubare betaalmetodes.
- Die kliënt is geregtig op 'n doeltreffende, effektiewe en redelike reaksie op appèlle en moet geen nadeel lei gedurende prosessering van 'n redelike appèl nie.
- Toepassing van betaling moet stiptelik, konsekwent en doeltreffend wees.
- Bedrog/misdadigheid sal tot verlies van regte en swaar strawwe en/of openbare vervolging lei.
- Insentiewe en disinsentiewe kan in die invorderingsprosedure gebruik word.
- Die invorderingsproses moet koste-effektief wees.
- "Beste Praktyke " ten opsigte van invordering sal nagevolg word.
- Daar sal gereeld en doeltreffend oor resultate verslag gedoen word.
- Aansoekvorms sal gebruik word om kliënte te klassifiseer en te bepaal of die kliënt vir armoedebystand, voorafbetaal- of kredietmeters in aanmerking kom.
- Hoewel kliëntediens en skuldinvordering met mekaar verband hou, moet dit deur twee afsonderlike afdelings uitgevoer word.
- Daar moet regsoorsaak tussen die munisipaliteit en sy kliënt wees en kliënteskuld moet voortspruit uit 'n regsraamwerk en moet wettig invorderbaar wees.

- Behoeftige huishoudings sal geïdentifiseer en ondersteun word. Welsyn moet apart van tarief- en kredietbeheerkwessies wees en sal ondersteun word deur gepaste en bekostigbare beleidsrigtings en praktyke. Armoedebystand sal binne die Raad se finansiële vermoë ingestel word.
- Prestasieteikens vir kliëntediens en skuldinvordering sal gestel en nagevolg word en in die geval van nie-prestasie sal remedies geïmplementeer word.
- Menswaardigheid moet ten alle tye beskerm word. Die beleid moet billik, regverdig en konsekwent geïmplementeer word.
- Skuld en reëlings om skuld terug te betaal, sal holisties aangespreek word, maar verskillende terugbetalingstydperke of -metodes kan vir verskillende soorte dienste, debiteure of gebiede bepaal word binne die algemene reël dat die terugbetalingstydperk moet eens wees met die paaiemente wat die debiteur kan bekostig (nie op heffingsinkomste van toepassing nie).
- Die implementering van die beleid moet gegrond wees op betroubare sakebeginsels wat kredietwaardigheidsondersoeke kan insluit.
- Nuwe aansoek om dienste sal onderworpe wees aan voorgeskrewe kredietinligting en uitstaande bedrae kan na die nuwe rekening oorgedra word. Alle inligting wat op die aansoekvorm verskaf word, kan deur die Raad by enige of alle data-inligtingsinstellings, kredietinligtingsburo's en/of enige finansiële instellings soos wat die Raad nodig mag ag om die aansoeker se kredietwaardigheid te bepaal, geverifieer word.
- Debiteure kan na derdeparty-skuldinvorderingsagentskape verwys word en kan op die nasionale kredietgraderingslys geplaas word.
- Alle verhaalbare koste wat die Raad in die invorderingsproses mag aangaan, word van die debiteur verhaal.
- Renteheffing op agterstallige rekeninge sal vanaf die betaaldatum gehef word indien dit nie teen die volgende betaaldatum betaal is nie, en sal vir 'n volle maand bereken word ongeag wanneer die betaling geskied. Die rente wat gehef word, sal op die volgende maand se rekening aangedui word.

4 PLIGTE EN FUNKSIES

4.1 *Pligte en funksies van die Raad*

- Om 'n begroting goed te keur wat met die behoeftes van die gemeenskap, belastingbetalers en inwoners ooreenstem.
- Om belastings te hef en diensgeld, tariewe en boetes te bepaal om die begroting te finansier.
- Om voldoende fondse te voorsien om die armes toegang tot basiese dienste te gee.
- Om SDR heffings in te vorder en gemeenskapsdienste asook infrastruktuurontwikkeling te finansier.

Verkieslik moet die totale eweredige aandeel vir hierdie doel gebruik word. Indien hierdie bedrag nie voldoende is nie, moet bykomende volhoubare voorsiening gemaak word volgens die Munisipaliteit se finansiële vermoë.

- Om vir swak skuld voorsiening te maak, in lyn met die betalingsrekord van die gemeenskap, belastingbetalers en inwoners, soos weerspieël in die Munisipaliteit se finansiële state.

Die voorsiening vir swak skuld moet minstens die toename in debiteure in die vorige finansiële jaar weerspieël. Die bedrag waarvoor daar voorsiening gemaak word, kan slegs verminder word met die bedrag wat vir bedryfskapitaal voorsien word.

- Om 'n verbeteringsteiken vir skuldinvordering daar te stel, in lyn met aanvaarbare rekeningkundige verhoudings en die vermoë van die Munisipale Bestuurder.

'n Realistiese teiken sal wees om die vorige jaar se resultate met ten minste 2,5% te verbeter. Die teiken moet jaarliks hersien word totdat die omset van debiteure minder as 60 dae is.

- Om 'n verslagdoeningsraamwerk vir kredietbeheer en skuldinvordering goed te keur.

- Om verordeninge wat uitvoering gee aan die Raad se beleid, te oorweeg en goed te keur.
- Om die prestasie van die Uitvoerende Burgemeester/Burgemeesterskomitee en Munisipale Bestuurder ten opsigte van kredietbeheer en skuldinvordering te moniteer.
- Om die begroting te hersien indien die Raad se teikens vir kredietbeheer en skuldinvordering nie bereik word nie.
- Om dissiplinêre stappe te doen teen raadslede, amptenare en agente wat nie die Raad se beleidsrigting en verordeninge uitvoer nie.

Sluit kredietbeheer en skuldinvordering in.

- Om 'n lys prokureurs wat in alle regsaangeleenthede ten opsigte van skuldinvordering namens die Raad kan optree, goed te keur. (Verwys na Voorkeurverkrygingsbeleid)
- Om die vereiste gesag om die kredietbeheer- en skuldinvorderingsbeleid te moniteer en uit te voer, aan onderskeidelik die Uitvoerende Burgemeester/Burgemeesterskomitee en Munisipale Bestuurder te delegeer.
- Om voldoende vermoë in die Departement: Finansies te skep vir kredietbeheer en skuld-invordering.
- Om skuldinvorderingsagente aan te stel om die Munisipale Bestuurder in die uitvoering van sy pligte by te staan, indien nodig.

4.2 ***Pligte en funksies van die Uitvoerende Burgemeester/Burgemeesterskomitee***

- Om te verseker dat die Raad se begrotingskontantvloei en teikens vir skuldinvordering ingevolge die beleid en tersaaklike verordeninge bereik en uitgevoer word.[1]
- Om die Munisipale Bestuurder se prestasie in die implementering van die beleid en verordeninge te moniteer.[2]
- Om die beleid en verordeninge te hersien en te evalueer ten einde die doeltreffendheid van die Raad se kredietbeheer- en skuldinvorderingsprosedures, -meganismes en -prosesse te verbeter.[3]
- Om aan die Raad verslag te doen.[4]

Ingevolge artikel 99 van die Wet op Plaaslike Regering: Munisipale Stelsels, 2000 moet die Uitvoerende Burgemeester/Burgemeesterskomitee –

(a) toesig hou oor –

1 Die implementering en die uitvoering van die munisipaliteit se krediet beheer- en skuldinvorderingsbeleid en enige verordenings wat ingevolge artikel 98 uitgevaardig is, en dit moniteer; en

2 Die prestasie van die Munisipale Bestuurder in die implementering van die beleid en enige verordenings, en dit moniteer;

3 Wanneer nodig, die beleid en enige verordenings, of die implementering van die beleid en enige sodanige verordenings, evalueer of hersien ten einde die doeltreffendheid van sy kredietbeheer- en skuldinvorderings meganismes, -prosesse en -prosedures te verbeter; en

4 Met tussenposes deur die Raad bepaal, verslag doen aan 'n vergadering van die Raad, behalwe waar die Raad self die pligte in paragraaf 1, 2 en 3 vermeld, verrig.

4.3 ***Pligte en Funksies van die Munisipale Bestuurder***

- Om goeie kliëntediensbestuur te implementeer.
- Om die Raad se kredietbeheer- en skuldinvorderingsbeleid te implementeer.
- Om 'n gepaste rekeningkundige stelsel in te stel en in stand te hou.
- Om rekeninge aan kliënte te stuur.
- Om betaling op betaaldatums te eis.
- Om boetes vir wanbetaling te hef.
- Om betalings wat ontvang word, aan te wend
- Om uitstaande skuld in te vorder.
- Om "Beste Praktyke" te implementeer.

- Om verskillende betaalmetodes te voorsien.
- Om kredietbeheermaatreëls te bepaal.
- Om werksprosedures vir openbare betrekkinge, reëlings, afsluiting van dienste, dagvaardings, beslaglegging op bates, eksekutoriale verkoop, die afskryf van skuld, diverse debiteure en regsprosesse te bepaal.
- Om prokureursfirma/s aan te aan te stel om die regsproses af te handel (bv. beslaglegging en eksekutoriale verkoop van bates, bevel vir beslaglegging vir vergoeding, ens.).
- Om prestasieteikens vir personeel daar te stel.
- Om personeel aan te stel om die Raad se beleid en verordenings uit te voer in ooreenstemming met die Raad se personeelbeleid.
- Om sekere funksies aan departementshoofde te delegeer.
- Om beheerprosedures te bepaal.
- Om aan die Uitvoerende Burgemeester/Burgemeesterskomitee verslag te doen.

4.4 ***Pligte en funksies van gemeenskappe, belastingbetalers en inwoners***

- Om sekere verantwoordelikhede, meegebring deur die voorreg en/of reg om openbare geriewe en munisipale dienste te gebruik en te geniet, te vervul.
- Om diensgeld, eiendomsbelasting en ander belasting, heffings en verpligtinge wat deur die Munisipaliteit opgelê word, te betaal.
- Om die meganismes en prosesse van die Munisipaliteit na te kom in die uitvoer van hulle regte.
- Om munisipale amptenare redelike toegang tot hulle eiendom te gee om munisipale funksies uit te voer.
- Om aan die verordening en ander wetgewing van die Munisipaliteit te voldoen.
- Om hulle te weerhou van peuter met munisipale dienste en eiendom.
- Om die Raad by te staan met die bepaling van hulpbehoewendes.

4.5 ***Pligte en funksie van Wyksraadslede en politieke partye***

- Om gereelde vergaderings te hou.
- Om te hou by Raadsbeleidsrigtings en dit aan inwoners en belastingbetalers oor te dra.
- Om aan die Raad se gedragskode vir raadslede te voldoen.

5 KLIËNTEDIENS- EN BESTUURSBELEID

Ingevolge artikel 95(a) van die Wet op Plaaslike Regering: Munisipale Stelsels, 2000 moet 'n munisipaliteit binne sy finansiële en administratiewe vermoë 'n gesonde kliëntebestuurstelsel instel wat daarop gemik is om 'n positiewe en wedersydse verhouding te skep tussen persone wat vir die betalings aanspreeklik is, en die munisipaliteit.

5.1 *Kommunikasie en terugvoering*

5.1.1 Die Munisipaliteit sal binne sy finansiële en administratiewe vermoë 'n jaarlikse proses van stapel stuur om sy begroting op te stel, insluitend;

(a) 'n Eerste Begrotingsvergadering in Januarie waartydens die BK begrotings-prioriteite, -beginsels en 'n begrotingsraamwerk sal oorweeg.

(b) Daarna volg 'n eerste rondte openbare vergaderings waarheen minstens die volgende genooi word: politieke partye; belastingbetalers en burgerlike organisasies; sakekamers en georganiseerde arbeid; die algemene publiek en ander belanghebbende partye; waartydens die begrotingsprioriteite, -be ginsels en -raamwerk gedebatteer sal word.

(c) Werkswinkels om behoeftes te identifiseer, sal regdeur die Streek (GOP vergaderings) gehou word met die doel om:

i) Al die behoeftes van B Munisipaliteite en die Distrikbestuursgebied wat regtens die verantwoordelikheid van die Raad is, te identifiseer.

ii) Om die gemeenskap te betrek by die prioretisering van hierdie behoeftes.

iii) Om die gemeenskap te betrek by die Raad se beplanning, en om baie basiese inligting oor wat die Raad en ander regeringsvlakke doen, aan die gemeenskap te verskaf.

iv) Om die gemeenskap in te lig oor die betalingsvlakke en wanbetalingsvlakke in spesifieke areas, en om strategieë in daardie verband op te stel.

(d) 'n Raadswerkwinkel waar die resultate van die eerste begrotingsvergadering, die openbare vergaderings, en die werkwinkels vir die identifisering van behoeftes by die Raad se geïntegreerde ontwikkelingsplan geïntergreer sal word.

(e) Daarna sal die Raad se konsepkapitaal- en bedryfsbegrotings, wat deur bogenoemde prosesse toegelig is, na die Raad se Uitvoerende Burgemeester/Burgemeesterskomitee gaan vir die opstel van konsepbegroting.

(f) Hierdie konsepbegroting, met tarief- en belastingimplikasies, word dan tydens 'n tweede rondte openbare vergaderings voorgelê.

(g) Daarna word 'n finale konsepbegroting aan die Raad voorgelê vir goedkeuring.

5.1.2 Die Raad se Kliëntediens- en Bestuur-, en Skuldinvordenings-beleid sal in Engels, Afrikaans en Xhosa beskikbaar wees, en sal algemeen gepubliseer word en ook op spesifieke versoek beskikbaar gestel word. Dit sal ook by die Raad se kontant-invorderingspunte beskikbaar wees.

5.1.3 Die Raad sal poog om 'n gereelde nuusbrief waarin kliëntediens en skuldvraagstukke vooropgestel sal word, te versprei.

5.1.4 Raadslede sal gereelde vergaderings hou waar kliëntediens en skuldvraagstukke vooropgestel sal word.

5.1.5 Die pers sal aangemoedig word om prominensie te verleen aan die Raad se kliëntediens- en skuldvraagstukke, en sal genooi word na Raadsvergaderings waar hierdie sake bespreek gaan word.

5.1.6 Die Raad se oogmerk is om die volgende daar te stel:

a) Gedesentraliseerde klagte-/terugvoeringskantore volgens die kiesafdelings van direk verkose Raadslede.

b) Gesentraliseerde databasis van klagtes om die koördineering van klagtes, die vinnige oplossing daarvan en doeltreffende kommunikasie met kliënte te verbeter;

c) Gepaste opleiding vir die amptenare wat met die publiek moet omgaan om kommunikasie en dienslewering te verbeter;

d) 'n Kommunikasiemeganisme om terugvoering oor dienste, skuld en ander belangrike vraagstukke aan die Raad te gee.

5.2 ***Dienstoepassing en -ooreenkomste***

5.2.1 Alle kliënte wat dienste verlang sal 'n ooreenkoms wat die voorsiening en koste van munisipale dienste dek, moet onderteken. Eienaars kan 'n huurder toelaat om 'n afsonderlike ooreenkoms met die Munisipaliteit te onderteken, en die Munisipaliteit kan dit aanvaar. Wanneer 'n huurder wanbetaal, is die eienaar die debiteur van laaste toevlug.

5.2.2 Voordat hulle hierdie ooreenkomste onderteken, is eienaars en/of huurders daarop geregtig om op versoek die beleidsdokument by die Raad te kry

5.2.3 By die ondertekening van die ooreenkoms sal eienaars en/of huurders 'n afskrif daarvan ontvang.

5.2.4 Binne 'n tydperk wat (in die ooreenkoms) gespesifiseer is, wanneer 'n perseel van eienaar verander het, sal meters gelees en 'n rekening gelewer word.

5.2.5 In die ooreenkoms sal kliënte aanspreeklikheid vir koste van invordering, en rente en boetes, indien betaling laat is, erken.

5.3 ***Kliëntekeuring en -sekuriteit***

5.3.1 Die kredietwaardigheid van aansoekers* om munisipale dienste kan nagegaan word, insluitend die nagaan van inligting by banke, kredietburo's, plaaslike owerhede, handelskrediteure en werkgewers. *(Slegs van toepassing op besighede)

5.3.2 Deposito's as sekuriteit in die vorm van kontant sal geneem word, en kan op grond van die risiko wissel. Die waarde van deposito's sal van tyd tot tyd deur die Raad bepaal word.

5.3.3 Die Munisipaliteit kan te enige tyd na sy goeddunke alleen die deposito verhoog.

5.3.4 Deposito's kan wissel volgens die kredietwaardigheid of regskategorie van die aansoeker.

5.3.5 Die Munisipaliteit sal nie enige rente op deposito's betaal nie.

5.3.6 By die beëindiging van die ooreenkoms word die bedrag van die deposito minus enige uitstaande bedrag verskuldig aan die Munisipaliteit, aan die kliënt terug betaal.

6 ***REKENINGE EN FAKTURERING***

Ingevolge Artikel 95(d) van die Wet op Plaaslike Regering: Munisipale Stelsels, 2000 moet 'n munisipaliteit binne sy finansiële en administratiewe vermoë redelike stappe doen om te verseker dat die verbruik van dienste deur akkurate en verifieerbare metingstelsels gemeet word.

- Kliënte moet 'n verstaanbare en akkurate rekening van die Munisipaliteit ontvang, waarin alle dienskoste vir daardie eiendom gekonsolideer sal wees.
- Rekeninge word gelewer in ooreenstemming met die meterlesingsiklus en betaaldatums word met die staatdatum verbind.
- Rekeninge word maandeliks gelewer in siklusse van ongeveer 30 dae by die jongste adres wat by die Munisipaliteit of sy gemagtigde agent aangeteken is.
- Dit is die kliënt se verantwoordelikheid om te verseker dat betaling betyds geskied indien rekeninge nie ontvang word nie.
- Vereffenings- of betaaldatums is 14 dae na die staatdatum.
- Rekeninge moet verbruikervriendelik wees en moet die volgende minimum inligting duidelik aantoon:
  (a) die naam, adres en kontaknommer van die Raad;
  (b) die naam en posadres van die rekeninghouer;
  (c) besonderhede van die eiendom waarvoor die rekening gelewer word;
  (d) die inhoud van die rekening in die taal van die rekeninghouer – tans is daar 'n keuse tussen Afrikaans en Engels;
  (e) die saldo oorgebring van die vorige rekening asook 'n opsomming van transaksies van die onderhawige tydperk;
  (f) alle dienste waarvoor die rekening gelewer word, asook die bedrae wat vir sodanige dienste betaalbaar is;
  (g) die finale bedrag betaalbaar;
  (h) die finale betaaldatum;
  (i) sensitiewe aanmanings ten opsigte van die heffing van rente en die afsluiting van dienste; en

(j) die situasie ten opsigte van betaalgeriewe, betaalwyses wat aanvaar word, en ure vir betaling.
(k) BTW Registrasienommers, van die Raad sowel as die kliënt, en rekeningnommer.

6.1 ***Meterlesing***

Ingevolge artikel 95(e) moet 'n munisipaliteit verseker dat persone wat aanspreeklik is vir betaling, gereelde en akkurate rekeninge ontvang wat die grondslag aandui waarop die verskuldige bedrae bereken word.

- Die Munisipaliteit sal poog om binne praktiese en finansiële beperkings, meters aan elke betalende kliënt te voorsien vir alle meetbare dienste.
- Alle meters sal maandeliks gelees word, indien hoegenaamd moontlik. Indien die meter nie maandeliks gelees word nie, bereken die Raad die gemiddelde verbruik vir die voorafgaande drie maande.
- Kliënte is daarop geregtig om te versoek dat meterlesings en akkuraatheid van meters binne redelike perke geverifieer word, maar kan vir die koste daarvan aanspreeklik gehou word.
- Kliënte sal in kennis gestel word indien meters vervang word.
- Indien 'n gemeterde diens nie gelees kan word nie weens finansiële en menslike hulpbron-beperkings of omstandighede buite die beheer van die Munisipaliteit of sy gemagtige agent, en die kliënt moet vir 'n gemiddelde gebruik betaal, moet die rekening wat volg op die lees van die gemeterde verbruik, die verskil tussen die werklike verbruik en gemiddelde verbruik aantoon, asook die gevolglike krediet- of debietaanpassings.

6.2 ***Reg van toegang tot perseel***

- Die eienaar en/of bewoner van 'n perseel moet 'n gemagtigde verteenwoordiger van die Munisipaliteit te alle redelike ure toegang tot die perseel gee ten einde enige meter of diensaansluiting vir verspreiding te lees, te inspekteer, te installeer of te herstel, of om die voorsiening van enige diens af te sluit, te beëindig, te beperk of her-aantesluit.

Ingevolge artikel 101 moet die bewoner van 'n perseel in 'n munisipaliteit te alle redelike ure aan 'n gemagtigde verteenwoordiger van die munisipaliteit toegang verleen tot die perseel ten einde enige meter of diensverbinding vir verspreiding te lees, te inspekteer, te installeer of te herstel, of om die verskaffing van enige diens af te uit of te beperk.

- Die eienaar aanvaar die koste om 'n meter op 'n ander plek te installeer, indien bevredigende toegang nie moontlik is nie.
- Indien 'n persoon reg van toegang oortree kan die Munisipaliteit of sy gemagtigde agent:
  (a) skriftelik vereis dat sodanige persoon toegang herstel op sy/haar eie onkoste binne 'n gespesifiseerde tydperk.
  (b) indien die mening is dat die situasie 'n dringende aangeleentheid is, sonder voorafkennisgewing toegang herstel en die koste van sodanige persoon verhaal.

6.3 ***Volledige en finale vereffeningsbetalings***

- Enige gedeeltelike betaling van 'n rekening om dit ten volle en finaal te vereffen, kan slegs aan die Uitvoerende Direkteur: Finansies of sy gedelegeerde gesag gedoen word.
- Indien sodanige betaling nie soos hierbo gedoen word nie, sal kontant of posorders aan die betaler teruggestuur word. Indien sodanige betaling in die vorm van 'n tjek, kredietkaart of elektroniese betaling is, sal die bedrag aan die trekker teruggestuur word.
- Die rekening sal dienooreenkomstige gewysig word en skuldbestuursaksies sal van stapel gestuur word asof geen betaling geskied het nie.

6.4 ***Betaal geriewe en -metodes en aftrekorders en debietorders***

- Die Munisipaliteit sal geskikte bank- en kontantgeriewe wat vir alle gebruikers toeganklik is, bedryf en in stand hou.

- Die Munisipaliteit sal na sy goeddunke 'n betaling aan diensskuld toeken – debiteure wie se skuld agterstallig is, kan nie spesifiseer vir watter spesifieke gedeelte van die rekening daardie betaling gebruik moet word nie.
- Die Munisipaliteit kan met toestemming van 'n kliënt 'n werkgewer nader om 'n debiet- of aftrekorder reëling te tref.
- Die kliënt sal in die kliëntooreenkomste erken dat die gebruik van kliënte-agente in die oorplasing van betalings na die Munisipaliteit op risiko van die kliënt is – asook die oorplasingstyd van die betaling.

6.5 ***Reëlings***

Beginsels vir Woondebiteur

- Nieteenstaande die feit dat alle skuld holisties hanteer moet word, kan sekere kategorieë skuld onderworpe wees aan kategoriespesifieke terugbetalingsparameters.
- Lopende heffings moet ten volle betaal word. Dit is nie onderhandelaar nie.
- Daar kan van debiteure vereis word om inkomstevlakke te bewys en hy/sy moet instem om 'n maandelikse terugbetaling te maak vir die delging van sy/haar agterstallige gelde, gegrond op sy/haar vermoë om te betaal, of gegrond op sy/haar totale likiditeit, indien die Raad aldus vereis.
- Alle onderhandelings met die debiteur moet daarna streef om 'n ooreenkoms te bereik wat volhoubaar is en wat die mees voordeligste is vir die Raad.
- Rente sal teen die standaardkoers op agterstallige geld gehef word.
- Rente op agterstallige geld ten opsigte van alle dienste en belasting kan gevries word terwyl die debiteur aan die voorwaardes van die ooreenkoms voldoen. Debiteure wat drie maal reëlings wat getref is, oortree, sal nie meer die voorreg hê om verdere reëlings te tref nie en die volle bedrag sal betaalbaar wees.
- Alle reëlings moet onderworpe wees aan periodieke hersiening.
- Alle dienste kan gestaak word en regstappe kan gedoen word teen debiteure en/of sodanige skuld kan na derdeparty-skuldinvorderaars verwys word vir verhaling.

Reëlingskriteria vir Woondebiteure

Alle debiteure wat agterstallig is, en aansoek doen om reëlings te tref om hulle skuld te herskeduleer, sal aan die volgende betalingsvereistes onderworpe wees wanneer hulle die reëling tref.

Volledige vereffening van lopende rekening en ooreengekome bedrag ten opsigte van agterstallige geld.

Beginsels vir Nie-woondebiteure

- Nie-woondebiteure kan reëlings tref om hulle agterstallige geld te likwideer waar dit finansieel voordelig vir die Raad sou wees as hulle dit doen.
- Die finale besluit om hierdie reëlings te tref, berus by die Uitvoerende: Finansies met die reg om te sub-delegeer.

Reëlingskriteria vir Nie-woondebiteure

Indien enige nie-woondebiteur reëlings wil tref vir 'n tydperk van nie langer nie as ses maande, en die eerste paaiement onmiddellik sal betaal, kan rente op die reëlingsbedrag opgehef word solank die voorwaardes van die reëling nagekom word.

6.6 ***Navrae, Appèle, Diensklagtes en Geskille***

- Indien 'n kliënt oortuig is dat sy/haar rekening nie akkuraat is nie, kan hy/sy 'n appèl by die Munisipaliteit indien om hierdie rekening te herbereken.

Ingevolge artikel 95(f) van die Wet op Plaaslike Regering: Munisipale Stelsels, 2000 moet 'n munisipaliteit toeganklike meganismes voorsien vir daardie persone om rekeninge en gemeterde verbruik te bevraagteken of te verifieer, en appèlprosedures wat dit vir sodanige persone moontlik maak om spoedige regstelling van onakkurate rekeninge te ontvang.

- Navrae oor gereelde rekeninge wat nie ontvang is nie, moet opgevolg word. Dit maak nie 'n geldige rede vir die nie-betaling van rekeninge uit nie. Intussen moet die debiteur die gemiddelde van die laaste drie maande se rekeninge betaal.
- Indien geen sodanige geskiedenis beskikbaar is nie, moet die debiteur 'n skatting betaal wat deur die Munisipaliteit voorsien word voor die betaaldatum, totdat die aangeleentheid opgelos is.
- Die betrokke departement sal ondersoek instel en die debiteur binne een maand in kennis stel.
- Versuim om sodanige ooreengekome tussentydse betaling of betalings te maak, stel die kliënt bloot aan afsluiting.
- 'n Kliënt kan teen die bevinding van die Munisipaliteit of sy gemagtigde agent om 'n gemiddelde van drie maande of 'n beraamde bedrag te betaal, appelleer.
- 'n Appèl en versoek moet binne 21 (een en twintig) dae nadat die kliënt van die bevinding bewus geword het, by die Munisipaliteit ingedien word, en moet;
  (a) die redes vir die appèl uiteensit, en
  (b) vergesel word van enige sekuriteit wat vir die toets van 'n metertoestel, indien van toepassing, bepaal is.
- Duplikaatrekeninge moet op versoek beskikbaar wees.
- "Dispuut" soos genoem in artikel 102(2) van die Munisipale Stelselswet, No. 32 van 2000, is die geval wanneer 'n debiteur die korrektheid van enige rekening deur die Raad aan hom gelewer, bevraagteken en sodanige debiteur 'n appèl by die Raad indien.
- Ten einde 'n dispuut by die Raad te registreer, moet daar aan die volgende prosedures voldoen word:
  - Die debiteur moet die dispuut skriftelik by die Raad indien en dit moet in werklikheid by die Raad ontvang word.
  - Die debiteur moet sy volledige persoonlike besonderhede, insluitend sy rekening-nommer, telefoonnommer, faks, e-posadresse en enige ander tersaaklike besonder-hede, verskaf.
  - Die volledige aard van die dispuut moet in die korrespondensie beskryf word.

  By die ontvang van die dispuut sal die Raad die volgende stappe doen:

  - 'n Register moet bygehou word waarin alle dispute wat ontvang word, aangeteken word.
  - 'n Gemagtigde beheerbeampte sal die register in veilige bewaring hou, en al die dispute wat nog nie opgelos is nie, daagliks of weekliks nagaan of opvolg.
  - Skriftelike erkenning van ontvangs moet aan die debiteur verleen word.
  - Alle appèlle ten opsigte van bedrae in dispuut moet eensydig deur die Raad se gemagtigde amptenare afgehandel word, binne 14 kalenderdae van ontvangs daarvan.
  - Die besluit van die Raad se gemagtigde beampte is finaal en sal ly tot die onmiddellike implementering van enige skuldinvorderings- en kredietbeheermaatreëls nadat die debiteur van die resultaat van die appèl in kennis gestel is.
  - Dieselfde dispuut sal nie heroorweeg word nie en sal nie weer as 'n dispuut beskou word nie – indien die debiteur nie tevrede is met die resultaat van sy appèl nie, kan hy/sy onder protes die bedrag in dispuut betaal en sy/haar aksie in 'n hof verder voer.

7 **ONDERNEMINGS WAT BY DIE MUNISIPALITEIT TENDER**
Die Verkrygingbeleid en tendervoorwaardes sluit die volgende in:

(i) Wanneer tenders vir die voorsiening van dienste of lewering van goedere gevra word, kan potensiële kontrakteurs tenders indien onderworpe aan die voorwaarde dat dit eers oorweeg en geëvalueer sal word wanneer die tenderaar 'n sertifikaat by die Munisipaliteit verkry het waarin daar in aangedui word dat alle tersaaklike munisipale

rekeninge wat deur die tenderaar of sy direkteure, eienaars of vennote verskuldig is, betaal is of dat toepaslike reëlings (insluitende reg om te verreken in die geval van nie-nakoming) vir die betaling van enige agterstallige gelde getref is.

(ii) 'n Munisipale rekening beteken enige munisipale diensgeld, SDR heffings, belasting of ander gelde, boetes, en strawwe, wat ingevolge 'n kontrak of goedgekeurde tarief of koers verskuldig is, wat uitstaande is na die betaaldatum wat normaalweg op die gekonsolideerde rekening verskyn, of ingevolge die kontrak agterstallig is, of enige ander betaaldatum wat reeds verby is.

(iii) Die tendervoorwaardes bevat 'n voorwaarde wat die Munisipaliteit toelaat om gelde wat aan die Munisipaliteit verskuldig is, van kontrakbetalings af te trek ingevolge 'n redelike reëling met die debiteur.

8 AANSPORINGS VIR VINNIGE BETALING

- Die Munisipaliteit kan om betaling aan te moedig en goeie betalers te beloon, van tyd tot tyd insentiewe vir die betaling van rekeninge oorweeg.
- Sodanige insentieweskemas, indien dit ingestel word, sal in jaarlikse begrotings as bykomende uitgawe weerspieël word.

9 KLIËNTEBYSTANDSPROGRAMME

Waterlekkasie

- Indien die lekkasie aan die kant van die kliënt is, is die kliënt vir die betaling van die volle rekening verantwoordelik.
- Dit is die kliënt se verantwoordelikheid om sy/haar verbruik te beheer en te monitor.

Belastingkortings

- Eiendom wat uitsluitlik vir woondoeleindes gebruik word, kan vir 'n kortingskoers, wat jaarliks deur die Raad vasgestel word, in aanmerking kom.
- 'n Belastingkorting kan aan sosiale pensioenarisse of ontvangers van 'n staats-ongeskiktheidstoelae soos van tyd tot tyd deur die Raad bepaal, toegestaan word. Om vir die toegewing in aanmerking te kom, moet daar aan die volgende kriteria voldoen word: Daar moet elke jaar aansoek gedoen word en dit moet die Uitvoerende Direkteur: Finansies voor of op 30 Julie bereik. Die aansoeker moet die geregistreerde eienaar van die eiendom wees en mag nie enige gedeelte van die woning onderverhuur of huurders inneem nie. Die aansoeker mag geen ander eiendom besit nie. Die eiendom moet redelik toeganklik wees vir munisipale personeel vir die doel om inspeksies uit te voer.

Vereffeningsreëlings

- Indien 'n kliënt nie sy/haar munisipale rekening kan betaal nie, kan die Munisipaliteit 'n verlengde betaaltermyn met die kliënt aangaan. Hy/sy moet:
  (i) 'n erkenning van skuld onderteken;
  (ii) 'n toestemming tot vonnis onderteken;
  (iii) 'n loonbeslagorder/vergoedingsorder/aftrekorder (indien hy\sy in diens is) voorsien;
  (iv) erken dat rente teen die voorgeskrewe koers gehef sal word:
  (v) die lopende gedeelte van die rekening kontant betaal; en
  (vi) 'n erkenning onderteken dat indien reëlings wat onderhandel is, later nie nagekom word nie, geen verdere reëlings moontlik sal wees nie en dat dienste onmiddellik gestaak sal word, gevolg deur regstappe.
- Die Raad behou die reg voor om die deposito/sekuriteitsvereiste van debiteure wat reëlings vereis, te verhoog.

Belasting in paaiemente

Indien die eienaar van eiendom wat aan belasting onderworpe is, die Uitvoerende Direkteur: Finansies nie later nie as die een-en-dertigste dag van Mei in enige finansiële jaar, of sodanige later datum in sodanige finansiële jaar as wat die Uitvoerende Direkteur: Finansies mag bepaal, in kennis stel dat hy alle belasting ten opsigte van sodanige eiendom in paaiemente wil betaal, is sodanige eienaar daarop geregtig om alle belasting vir die daaropvolgende finansiële jaar en vir elke daaropvolgende finansiële jaar in twaalf paaiemente te betaal totdat sodanige kennisgewing op soortgelyke wyse deur hom teruggetrek word;

(i) welke paaiemente so ver moontlik gelyk moet wees; en

(ii) op die laaste dag van elke maand betaalbaar is,

(iii) Hierdie paaiemente sal onderworpe wees aan die heffing van rente indien nie betaal volgens (ii) hierbo nie.

10 SKULDINVORDERINGSBELEID

10.1 *Toepassingsmeganismes*

10.1.1 *Onderbreking van diens*

Ingevolge Artikel 97(g) van die Wet op Plaaslike Regering: Munisipale Stelsels, 2000 moet 'n kredietbeheer- en skuldinvorderingsbeleid voorsiening maak vir die beëindiging van dienste of die beperking van die verskaffing van dienste wanneer betalings agterstallig is.

- Munisipale dienste van kliënte wie se munisipale rekeninge agterstallig is, en wat nie reëlings met die Raad getref het nie, sal opgeskort word.
- Die Raad behou die reg voor om die verkoop van water aan kliënte wie se belasting of ander munisipale heffings agterstallig is, te weier of te beperk.
- Behalwe diegene wat die volle huishoudelike tarief betaal, moet alle debiteure alle strawwe en agterstallige geld betaal voordat die toevoer heraangesluit word.
- Die beperking en/of onderbreking van watertoevoer is in ooreenstemming met 'n beleid wat van tyd tot tyd deur die Raad bepaal word.
- 'n Kennisgewing wat aandui dat die toevoer afgesluit is en waarsku dat alle wateruitlate toegemaak moet word, moet by die eiendom gelaat word. Die kennisgewing moet ook aandui dat die toevoer slegs herstel sal word nadat die totale saldo wat op die kennisgewing gespesifiseer word, betaal is, insluitend die heraansluitingsfooi, of wanneer 'n reëling wat vir die Raad aanvaarbaar is, getref is. Hierdie kennisgewing moet ook waarsku wat die gevolge van ongemagtigde heraansluiting is.
- By likwidasie van agterstallige gelde of die afhandeling van reëlings vir termynbetaling, sal die beperkte diens heraangesluit word so gou as wat prakties moontlik is.
- Die koste van die beperking of opskorting, en die hervatting, sal bepaal word deur tariewe soos ooreengekom met die Raad, en is voor heraansluiting deur die verbruiker betaalbaar.
- Die onus berus altyd op die debiteur om heraansluiting te versoek en om te bewys dat die volle bedrag op die afsluitingskennisgewing betaal is, en dat 'n reëling getref is.

10.1.2 *Onregmatige heraansluiting van watertoevoer*

- Dit word as 'n kriminele oortreding beskou wat tot regstappe kan ly. Waar dit gebeur, sal die watertoevoer effektief afgesluit word.

10.2 *Rente en boetes*

- Rente sal op alle rekeninge gehef word wat nie teen die betaaldatum betaal is nie, in ooreenstemming met toepaslike wetgewing.

Ingevolge artikel 97(e) van die Wet op Plaaslike Regering: Munisipale Stelsels, 2000 moet 'n kredietbeheer- en skuldinvorderingsbeleid vir rente op agterstallige geld, waar toepaslik, voorsiening maak.

- Die besluit om in spesifieke gevalle van rente afstand te doen, kan slegs by Raadsbesluit of 'n besluit van sy gedelegeerde Komitee geneem word.

10.3 ***Persoonlike kontak***

Telefoonkontak

10.3.1 ***Agente besoek kliënte***

- Die Raad sal binne die beperkings van bekostigbaarheid poog om persoonlike of telefoonkontak met alle agterstallige debiteure te maak om betaling aan te moedig, en om hulle van hulle agterstallige status in kennis te stel asook hulle regte (indien enige) om reëlings te tref of op behoeftigheidsubsidies en ander verwante aangeleenthede, en sal inligting voorsien waar en hoe toegang tot sodanige reëlings en subsidies verkry kan word.
- Die Munisipaliteit sal 'n lys van debiteure met groot uitstaande bedrae byhou (die afsnybedrag sal deur die Raad bepaal word) en sal intensiewe kontak met hierdie debiteure behou.
- Die Raad mag die gebruik van agente en innoverende skuldinvorderings-metodes en -produkte oorweeg. Koste-effektiwiteit, die bereidheid van agente om volgens gepaste gedragskodes te werk, en die sukses van sodanige agente sal streng deur die Raad gemonitor word.
- Sodanige kontak is nie 'n reg van debiteure nie – die afsluiting van dienste en ander invorderingsverrigtinge sal in die afwesigheid van sodanige kontak voortgaan, om watter rede hoegenaamd.

10.4 ***Regsproses/Gebruik van prokureurs/Gebruik van kredietburo***

- Die Raad sal wanneer 'n debiteur 60 dae agterstallig is, regsstappe teen sodanige debiteur doen, welke proses finale aanmanings, dagvaardings, verhore in die hof, vonnisse, loonbeslagorders en/of eksekutoriale verkoop van eiendom mag insluit.
- Die Raad sal streng beheer oor hierdie proses uitoefen, om te verseker dat dit akkuraat en wettig is, en sal eksterne partye, hetsy prokureurs of enige ander invorderingsagente wat deur die Raad aangestel is, vereis om gereeld oor vordering verslag te doen.
- Die Raad sal prosedures en gedragskodes met hierdie eksterne partye daarstel, hetsy prokureurs, die howe, ens.
- In die geval van debiteure wat in diens is, word loonbeslagorders bo eksekutoriale verkoop verkies, maar albei is deel van die Raad se stelsel van skuldinvorderings-prosedures.
- Alle stappe in die kredietbeheerprosedure sal vir die Raad se rekords en vir die inligting van die debiteur aangeteken word.
- Alle koste in hierdie proses word teen die rekening van die debiteur gehef.
- Individuele debiteurerekeninge word beskerm en word nie bekend gemaak nie. Die Raad mag egter die inligting aan kredietburo's beskikbaar stel. Sodanige beskikbaar-stelling sal skriftelik wees en by die Raad se ooreenkoms met sy kliënte ingesluit word.
- Kliënte sal in kennis gestel word wat die magte en pligte van sodanige agente is, asook wat hulle verantwoordelikhede is, insluitende nakoming van ooreengekome gedragskodes.
- Enige ooreenkoms wat met 'n agent of produkverkoper aangegaan word, sluit 'n klousule in waarvolgens oortredings deur die agent of verkoper tot die beëindiging van die kontrak sal lei.

10.5 ***Diefstal en bedrog***

- Enige persoon (natuurlik of juridiess) wie se munisipale dienste onwettig aangesluit of heraangesluit is, wat met meters, die verspreidingsnetwerk of enige ander toevoertoerusting peuter, of enige ongemagtigde diens wat op die voorsiening van munisipale dienste betrekking het, asook diefstal en skade aan Raadseiendom pleeg, sal vervolg word en/of is aanspreeklik vir strawwe soos van tyd tot tyd bepaal.

Ingevolge artikel 97(h) van die Wet op Plaaslike Regering: Munisipale Stelsel, 2000 moet 'n kredietbeheer- en skuldinvorderingsbeleid voorsiening maak vir aangeleenthede betreffende die ongemagtigde gebruik van dienste, asook diefstal en skade.

- Die Raad sal onmiddellik voorsiening van dienste aan 'n kliënt beëndig indien gedrag soos hierbo beskryf, plaasvind.
- Die totale rekening wat verskuldig is, insluitende boetes, aanslag van ongemagtigde gebruik en afsluitings- en heraansluitingsfooie, en verhoogde deposito's soos deur die Raad bepaal indien van toepassing, is verskuldig en betaalbaar voordat toestemming vir enige heraansluiting verleen kan word.
- Die Raad sal moniteringstelsels en -spanne in stand hou om kliënte wat sodanige onwettige aksies onderneem, op te spoor.
- Die Raad kan 'n onderskeid tref tussen die strawwe vir gevalle van vandalisme en gevalle van diefstal. Daaropvolgende gevalle van peutery sal daartoe lei dat strawwe en deposito's in hoeveelheid toeneem.
- Die Raad behou die reg voor om klagte te lê en enige ander regsstappe teen sowel vandale as diewe te doen.
- Enige persoon wat versuim om inligting te verskaf of wat vals inligting verskaf aan die Munisipaliteit, se dienste kan onmiddellik afgesny word.

10.6 ***Invorderingskoste***

- Alle koste van regsstappe, insluitende rente, strawwe, die koste van diens-afsluiting en regskoste wat met kredietbeheer verband hou, is vir die onkoste van die debiteur en moet minstens die koste van die spesifieke aksie weerspieël.

10.7 ***Gedeshonoreerde betalings***

- Kwitansies wat vir gedishonoreerde tjeks en OVB-aftrekkings uitgereik is, moet teruggeskryf word by ontvangs van sodanige kennisgewings. Rente op agterstallige gelde moet gehef word waar van toepassing. Debiteure moet in kennis gestel word en skuldverhalingsaksies van stapel gestuur word.
- Indien betalings gereeld gedishonoreer word, moet die debiteur se stelsel geënkodeer word om nie tjeks of debietordertransaksies van sodanige debiteur te aanvaar nie en hy\sy moet skriftelik daarvan in kennis gestel word.
- Die verbruikersdeposito moet aangepas word om die verhoogde risiko vir gereelde gedishonoreerde betalings te dek.

Belasting en Algemene Dienste

- Indien die trekker van die tjek, of die kliënt wat waarde uit die deponering van die tjek ontvang het, 'n bestaande debiteur van die Raad is, kan die omswaaiing en strafboete teen 'n rekening van die trekker of begunstigde gedebiteer word en 'n kennisgewingsbrief moet aan die debiteur gestuur word. Sodanige fooi word beskou as 'n tariefheffing en word van die debiteur verhaal. Die Raad behou die reg voor om te weier om enige verdere tjeks van die trekker of begunstigde te aanvaar, om die aangeleentheid op die Nasionale Negatiewe Kredietlys te plaas, en ook om regstappe te doen wat kriminele klagtes teen die oortreder kan insluit.

Diverse Dienste

- Indien die trekker van die tjek nie 'n bestaande debiteur van die Raad is nie, word 'n diverse debiteurerekening oopgemaak en die debiet en straf word gehef. Sodra die rekening voorgelê word en die debiteur versuim om die tjek te honoreer en die straf binne 14 dae van ontvangs te betaal, word 'n finale aanmaning gegenereer en voorgelê. Indien daar nog geen reaksie is nie, word die aangeleentheid oorhandig vir insluiting op die Nasionale Negatiewe Kredietlys en/of word regstappe ingestel wat kriminele klagtes teen die oortreder kan insluit.
- Indien die trekker van die tjek of die kliënt wat waarde uit die deponering van die tjek ontvang het, 'n bestaande debiteur van die Raad is, word die omswaaiing en strafboete teen die rekening van die trekker of begunstigde gedebiteer en 'n kennisgewingsbrief moet aan die debiteur gestuur word. Sodanige fooi word beskou as 'n tariefheffing en word van die debiteur verhaal. Die Raad behou die reg voor om te weier om enige verdere tjeks van die trekker of begunstigde te aanvaar en ook om regstappe te doen wat kriminele klagtes teen die oortreder kan insluit.

10.8 ***Oninbare Skuld***

Skuld sal as onverhaalbaar beskou word indien:

- Alle redelike kennisgewings en koste-effektiewe regstappe om 'n spesifieke uitstaande bedrag te verhaal, uitgeput is; tot 'n bedrag wat jaarliks deur die Hoof-Finansiële Beampte hersien word.
- Die bedrag wat verhaal moet word te klein is om verder pogings om dit te verhaal, te regverdig; of
- Die koste om die skuld ter verhaal, nie verder stappe regverdig nie; of
- Die uitstaande bedrag die res na betaling van 'n dividend in die Rand uit 'n insolvente boedel is;
- 'n Bestorwe boedel geen likiede bates het om die uitstaande bedrag te dek nie;
- Indien daar bewys is dat die skuld verjaar het of aan die Raad gerapporteer is;
- Die debiteur nie opgespoor kan word of geïdentifiseer kan word sodat daar met verdere stappe voorgegaan kan word nie;
- Die uitstaande bedrag die gevolg is van 'n administratiewe fout deur die Raad.

11 **MAGTIGING**

- Aangesien belasting in alle gevalle as verhaalbaar beskou word, moet alle versoeke om skuld ten opsigte van belasting af te skryf, as individuele punte aan die Raad voorgelê word.
- Ten opsigte van ander skuld moet lyste waarop die debiteurrekeningnommer, die debiteur se naam, die fisiese adres ten opsigte waarvan die skuld gehef is, die erfnommer, indien van toepassing, die bedrag per berekeningskategorie, asook 'n rede waarom die bedrag afgeskryf moet word, opgestel word.
- Hierdie lyste, met 'n punt wat magtiging vra om die aangewese skuld af te skryf, moet voorgelê word aan:
  (i) Die Uitvoerende Direkteur: Finansies vir skuld van R2 000 of minder per debiteur;
  (ii) Die Finansiële Komitee vir skuld van R2 000 of meer per debiteur;
  (iii) Die Uitvoerende Direkteur: Finansies moet voor die einde van die finansiële jaar 'n verslag aan die Raad voorlê oor die bedrag wat gedurende daardie finansiële jaar afgeskryf is.
- Nieteenstaande bogenoemde is die Raad of sy gemagtigde beamptes onder geen verpligting om enige spesifieke skuld af te skryf nie, en is dit altyd na hulle goeddunke om dit te doen.

12 **DISKRESIE: ONDERHANDELBARE BEDRAE**

- Diskresie ingevolge onderhandelbare bedrae in ooreenstemming met hierdie beleid word aan die Uitvoerende Direkteur: Finansies gedelegeer, en hy het die reg om te subdelegeer.

- Amptenare met gedelegeerde magte kan diskresie as 'n finale instrument gebruik om besluite ingevolge hierdie beleid te neem.
- Diskresie sal te alle tye en op alle vlakke slegs gebruik word om die beginsels wat in hierdie beleid vervat is, toe te pas en om te verseker dat die een of ander vorm van betaling wat vir die Raad aanvaarbaar is, die resultaat is van onderhandelings met die debiteur.
- Die reëling wat die meeste finansiële voordeel vir die Raad inhou, moet te alle tye aangegaan word, terwyl daar steeds aan die beginsels van hierdie beleid voldoen word.

13 AFSTANDDOENING

- Die Munisipale Bestuurder moet verseker dat alle stappe gedoen word om die dorp se skuld in te vorder.
- In sekere omstandighede kan die skuldinvorderingsprosedures op geldige wyse beëindig word:
  (i) Die insolvensie van die debiteur wie se boedel oor onvoldoende fondse beskik.
  (ii) Indien die saldo te klein is om te verhaal, met betrekking tot ekonomiese redes in die lig van die koste van verhaling.
- Die Munisipaliteit sal in sodanige gevalle ouditproewe doen en die redes vir die afstanddoening van die skuld aanteken.

14 BELASTINGKLARING

- Die Raad sal op die verkoop van enige eiendom in die munisipale regsgebied die oordrag weerhou totdat alle belasting en diensgeld betaal is deur 'n belastingklaring-sertifikaat te weerhou.

15 PRESTASIE-EVALUERING

15.1 *Inkomste-invorderingsteikens*

Die Raad moet teikens daarstel wat die volgende insluit

(i) Vermindering in huidige maandelikse toename in debiteure in lyn met prestasie-ooreenkomste soos deur die Raad bepaal.

16 KLIËNTEDIENSTEIKENS

Die Raad moet teikens daarstel wat die volgende sal insluit:

(i) Reaksietyd op navrae deur kliënte.
(ii) Datum waarop eerste rekeninge aan nuwe kliënte gelewer word.
(iii) Verloop van tyd voor heraansluiting .
(iv) Meterlees-siklus.

17 ADMINISTRATIEWE PRESTASIE

Die Raad moet teikens daarstel wat die volgende sal insluit:

(i) Koste-effektiewe skuldinvordering.
(ii) Navraekoerse.
(iii) Ratio's van toepassingsmeganismes.

Die Raad sal 'n meganisme daarstel waarvolgens hierdie teikens beoordeel kan word en die Raad se prestasie geëvalueer en regstellende stappe gedoen kan word.

18 VERSLAGDOENING AAN DIE RAAD

- Die Uitvoerende Direkteur: Finansies moet maandeliks 'n verslag in geskikte formaat aan die Munisipale Bestuurder voorlê om die Munisipale Bestuurder in staat te stel om aan die Raad verslag te doen. Hierdie verslag moet die volgende insluit:
  - (i) Kontantvloei-inligting vir die kapitaal- en bedryfsrekeninge, en gekombineerde situasies wat die Raad se werklike prestasie teen sy kontantvloeibegrotings toon.
  - (ii) Kontantinvorderingstatistiek wat hoë-vlakskuld-invorderingsinligting bevat (aantal kliënte; navrae; wanbetalingsrekenings; groei of vermindering van agterstallige debiteure; verkieslik in wyk, volgens wyk, besigheid (handel en nywerheid), huishoudelik; staat, institusioneel en ander sodanige afdelings verdeel.
  - (iii) Prestasie in alle gebiede in vergelyking met die teikens waaroor daar in paragraaf 6 van hierdie beleidsdokument ooreengekom is.
  - (iv) Die Raad se voortgesette inkomste en -uitgawestate, wat sowel gefaktureerde inkomste en kontantontvangsinkomste met voortgesette uitgawe in sowel die kapitaal- as bedryfsrekeninge vergelyk.
- Indien die Raad na die mening van die Uitvoerende Direkteur: Finansies nie kontantontvangsinkomste gaan verkry gelykstaande aan die inkomste wat in die jaarlikse begroting soos deur die Raad goedgekeur, geprojekteer was nie, sal die Uitvoerende Direkteur: Finansies dit met motivering aan die Munisipale Bestuurder rapporteer, wat indien hy met die Uitvoerende Direkteur: Finansies saamstem, onmiddellik sal voorstel dat die begroting in ooreenstemming met realiseerbare inkomstevlakke hersien moet word.

19 BEPARTEMENT FINANSIES: STRUKTURE

- Die Uitvoerende Direkteur: Finansies sal, indien nodig na konsultasie met toepaslike konsultante, gereeld aan die Raad verslag doen oor die mannekrag- en stelsels vereistes van die Departement: Finansies, welke vereistes die Raad se ooreengekome teikens ten opsigte van kliënte diens en -bestuur en skuldinvordering in aanmerking moet neem, en nadat die Raad hierdie verslag oorweeg het, sal hy redelikerwys sodanige hulpbronne as wat nodig is om te verseker dat die Tesourie oor die personeel en strukture beskik om die Raad se teikens in hierdie verband te verwesenlik, bewillig, of die diens uitkontrakteer.

20 KREDIETBEHEER

- Ten einde die effektiwiteit van kredietopnames te versterk, moet daar oorweeg word om die dienste van 'n kredietburo in te roep.
- Indien die aansoeker nie die eienaar van die eiendom is nie, moet die kontrak deur die aansoeker onderteken word asook die eienaar en sy/of haar gemagtigde. Die eienaar moet ook gesamentlike verantwoordelikheid vir die onverhaalde skuld sy/haar huurder aanvaar.
- 'n Amptenaar moet 'n onderhoud met die aansoeker voer, en kan 'n volledige kredietondersoek doen en poog om alle munisipale skuld verskuldig deur die aansoeker, op te spoor. Dit sal onder andere vereis dat, indien van toepassing, 'n identiteitsdokument, bindende huurooreenkoms, titelakte en ander ondersteunende dokumente soos van tyd tot tyd vereis deur die Raad, getoon moet word.
- Die tersaaklike aansoekvorm soos van tyd tot tyd deur die Raad goedgekeur, maak 'n integrale deel van hierdie beleid uit in soverre die inhoud van sodanige aansoekvorm nie teenstrydig met enige bepalings van hierdie beleid mag wees nie.
- Aansoek om dienste vir sakeondernemings, insluitende maar nie beperk nie tot trusts, maatskappye, beslote korporasies, vennootskappe en alleeneienaars moet goedgekeur word onderworpe aan hierdie bepalings. Die aansoek moet die voorlegging van 'n besluit wat gesag aan die aansoeker delegeer, insluit, en, indien van

toepassing, die sake-entiteit se registrasienommer of ID-nommer voorsien. Die naam, adres en ander tersaaklike kontakbesonderhede van al die direkteure van die onderneming of lede of trustees of eienaars of vennote moet saam met die besluit voorgelê word. Die tersaaklike aansoekvorm soos van tyd tot tyd deur die Raad goedgekeur, maak 'n integrale deel van hierdie beleid uit insoverre die inhoud van sodanige aansoekvorm nie teenstrydig met enige bepalings van hierdie beleid mag wees nie.

- Die betaling van 'n diensdeposito is gegrond op minimum tariewe soos van tyd tot tyd deur die Raad bepaal, of die aansoeker se betaal- en verbruiksrekord, indien beskikbaar, wat ook al die hoogste is.
- Aanpassings aan deposito's sal deur die debiteur se betaalrekord van munisipale rekeninge en verbruiksvlakke bepaal word.
- Die voorsiening van alle dienste wat nie deur wette en verordeninge gereguleer word nie, is onderworpe aan die ondertekening en aanvaarding van die toevoer-voorwaardes wat in 'n dienskontrak vervat is.

21 BEHOEFTIGHEIDSBELEID

Ingevolge artikel 97(c) van die Wet op Plaaslike Regering: Munisipale Stelsels, 2000 moet 'n munisipaliteit voorsiening maak vir hulpbehoewende debiteure wat nie strydig is met sy eiendomsbelastingsbeleid en sy tariefbeleid en enige Nasionale beleid oor hulpbehoewendes nie.

Die beleid vir hulpbehoewendes is op alle munisipale dienste, insluitende eiendomsbelasting, van toepassing.

Kriteria

'n Debiteur word as hulpbehoewend beskou indien die totale huishoudelike inkomste van al die inwoners woonagtig by dieselfde adres wat ouer as 18 jaar is, R800 of minder per maand is, of 'n bedrag soos van tyd tot tyd deur die Raad bepaal, nie die bedrag oorskry gelykstaande aan twee maal die ouderdomspensioen deur die Regering betaal nie.

Befondsing van subsidie

Die behoeftigheidsubsidie word befonds uit daardie gedeelte van die eweredige aandeel bydrae aan die Munisipaliteit uit die Nasionale Regering se fondse en soos daar voorsiening gemaak word in die begroting. In buitengewone omstandighede kan dit uit ander inkomste aangevul word. Die subsidiebedrag word rofweg bereken deur die gedeelte van die eweredige aandeel soos begroot, te verdeel deur die beraamde aantal kwalifiserende huishoudings. Hierdie syfer is die benaderde gemiddelde subsidie per huishouding.

Agterstallige gelde

Die hulpbehoewende debiteur wie se gelde agterstallig is, sal 'n nominale bedrag moet betaal om te besef dat die agterstallige geld nie afgeskryf is nie. Totdat 'n reëling getref is om agterstallige geld af te betaal, kan rente op alle agterstallige rekeninge gehef word teen die standaardkoers.

Finansiële beperkings

Hulpbehoewende huishoudings sal ooreenkomstig hierdie beleid gesubsidieer word, onderworpe aan die Raad se fondse wat van tyd tot tyd beskikbaar is.

Registrasie

- 'n Debiteur moet om behoeftigheidsvoordele aansoek doen by die naaste munisipale kantoor op 'n voorgeskrewe aansoekvorm.

- Die voltooide aansoekvorm moet na ‘n komitee verwys word wat bestaan uit 2 raadslede, 2 lede van die gemeenskap en ‘n amptenaar wat aanbevelings aan die Raad sal maak.
- Hulpbehoewende debiteure moet elke ses maande weer aansoek doen, ten einde die Raad in staat te stel om te bepaal of hulle finansiële omstandighede verander het al dan nie. Versuim om hieraan te voldoen, sal meebring dat hulle hulpbehoewende status herroep word en dat gestandaardiseerde tariewe en/of heffings heringestel word.
- ’n Hulpbehoewende kliënt moet onmiddellik versoek om deur die Munisipaliteit of sy gemagtigde agent gederegistreer te word indien sy/haar omstandighede in so ’n mate verander het dat hy/sy nie meer aan die kwalifikasie wat vir hulpbehoewendheid daargestel is, voldoen nie.

Bewys van inkomste

- Aansoeke om hulpbehoewendheid moet skriftelike bewys van huishoudelike inkomste van elke lid van die huishouding toon, waarop werkloosheid of lae inkomste of vermindering in inkomste en/of mediese sertifikate wat bevestig dat die persoon nie in staat is om te werk nie, wat vir die Raad aanvaarbaar is, toon.
- Alle dokumentasie moet deur ’n beëdigde verklaring ondersteun word. Hierdie dokumentasie moet huidig wees, dit wil sê nie ouer as een maand nie, en moet saam met die aansoekvorm ingedien word.

Ondersoek

- Die Raad behou die reg voor om bogenoemde na te gaan.
- Raadspersoneel of sy geakkrediteerde agente kan tuisbesoeke doen om die hulpbehoewende persoon se bewerings en lewensomstandighede te bevestig.
- Waar daar gevind word dat ’n hulpbehoewende debiteur op ’n standaard woon wat strydig is met sy aansoek om hulpbehoewendheid, of nie toegang toelaat nie, of versuim om enige verdere inligting wat vereis mag word, te voorsien, kan die behoeftigheidsvoordele alleen na goeddunke van die Raad gekanselleer word, terugwerkend tot die datum van goedkeuring.

Huishoudings sal nie in die skema toegelaat word nie indien:

(i) Die hoof van die huishouding ’n tweede eiendom besit;
(ii) Die aansoek oneerlik ingevul is; en
(iii) Oudits aandui dat die finansiële omstandighede van die huishouding verbeter het.

Eiendomsbelasting

- Die maandelikse behoeftigheidsubsidie is nie gebaseer op die waardasie van die eiendom en/of verbeterings nie, maar is ’n maandelikse bedrag gelykstaande aan 5% van die jaarlikse aanslag wat van tyd tot tyd deur die Raad bepaal word (onderhewig aan die beskikbaarheid van fondse).
- Die subsidiebedrag sal verskil waar riolerings- en vullisheffings by die belasting-rekening ingesluit word of afsonderlik gehef word.
- Indien die normale maandelikse belasting wat gehef word, die tersaaklike belastingsubsidies soos hierbo genoem, oorskry, moet die surplus ingevolge die Raad se standaardprosedure betaal word.
- Indien die maandelikse belastingrekening minder is as die tersaaklike belasting-subsidies, soos waarna daar verwys is, sal die behoeftigheidsbelastingsubsidie beperk word tot die waarde van die maandelikse belastingpaaiement .

Water

- Huishoudings wie se water deur die Boland Distriksmunisipaliteit voorsien word, ontvang 6kl gratis water elke maand. ’n Hulpbehoewende huishouding kan egter elke

maand 'n verdere 4kl gratis water ontvang as deel van die behoeftigheidsbystand wat deur die Raad voorsien word, onderworpe aan befondsing.

- Enige hulpbehoewende huishouding wat meer as 20kl water gebruik vir enige twee maande, kan na 'n behoorlike skriftelike kennisgewing hulle behoeftigheidstatus verloor en die standaardtariewe en Raadsprosedure kan heringestel word.
- Indien die debiteur meer as die totale watertoewysing gebruik en nie teen die betaaldatum vir die bykomende water betaal nie, kan die watertoevoer afgesluit of beperk word. Die watertoevoer sal afgesluit of beperk bly totdat die lopende rekening betaal is of 'n reëling getref is.
- Indien die watertoevoer afgesluit is voordat die debiteur om hulpbehoewendheid aansoek gedoen het, sal die debiteur die vereiste heffing wat deur die Raad gehef word, moet betaal sodat die water heraangesluit kan word.

Riolering

- 'n Maandelikse bedrag, gelykstaande aan 50% van die toepaslike tarief, vir rioleringsgebruik en/of -beskikbaarheid soos van tyd tot tyd deur die Raad bepaal, sal aan die hulpbehoewende debiteur toegestaan word (onderworpe aan die beskikbaarheid van fondse).
- Die hulpbehoewende debiteur is verantwoordelik vir die betaling van die verskil tussen die bedrag wat toegestaan is, en die standaardtarief wat deur die Raad bepaal word.
- Indien die maandelikse rioleringsheffing minder is as die waarde van die behoeftigheidsubsidie, sal die subsidie beperk word tot die waarde van die maandelikse rioleringsheffing.

Vullisverwydering

- 'n Maandelikse bedrag gelykstaande aan 50% van die toepaslike tarief vir vullisverwydering soos van tyd tot tyd deur die Raad bepaal, sal aan die hulpbehoewende debiteur toegestaan word (onderworpe aan die beskikbaarheid van fondse).
- Die hulpbehoewende debiteur is verantwoordelik vir die betaling van die verskil tussen die bedrag wat toegestaan is, en die standaardtarief wat die Raad vir die vullisverwyderingsmetode vir daardie gebied bepaal het.

Algemeen

- Indien die maandelikse heffing vir vullisverwydering minder is as die waarde van die behoeftigheidsubsidie, word die subsidie beperk tot die waarde van die vullisverwyderingsheffing.
- Indien 'n verbruiker se verbruik of gebruik van 'n munisipale diens minder is as die gesubsidieerde diens, mag die ongebruikte gedeelte nie die verbruiker toeval nie, en sal dit nie die kliënte geregtig maak om kontant te ontvang of 'n korting ten opsigte van die ongebruikte gedeelte nie.
- Indien 'n kliënt se verbruik of gebruik van 'n munisipale diens die gesubsidieerde diens oorskry, is die kliënt verplig om sodanige surplusverbruik teen die toepaslike tarief te betaal.

22 BELASTING

Jaarlikse Belasting (ander jaarlikse heffings)

- Jaarlikse belasting is op 30 September betaalbaar.
- Rente sal op alle agterstallige rekeninge gehef word teen die standaardkoers.
- Indien die rekening nie teen die betaaldatum soos op die rekening aangedui, betaal is nie, word 'n kennisgewing uitgestuur waarop die totale bedrag wat aan die Raad verskuldig is, aangedui word.

- Indien die rekening nie vereffen word, of daar geen reaksie van die debiteur is om aanvaarbare reëlings vir die terugbetaling van die skuld te tref nie, word verskuldig is dagvaarding uitgereik en regstappe gedoen.
- In gevalle waar belastingskuld ten opsigte van munisipale eiendom is wat deur 'n opskortende verkoopooreenkoms verkoop is, word die invordering daarvan ingevolge die verkoopakte of enige daaropvolgende toepaslike skriftelike ooreenkoms tussen die Raad en die debiteur gedoen.
- Op enige stadium terwyl die skuld uitstaande is, word alle redelike stappe gedoen om te verseker dat die uiteindelike sanksie van 'n eksekutoriale verkoop vermy word of as laaste uitweg beskou word. Die Raad is egter totaal tot 'n eksekutoriale verkoop verbind indien die debiteur versuim om die alternatiewe te gebruik waarvoor die Raad van tyd tot tyd voorsiening maak.
- Die geleentheid om om te skakel na betaling van belasting op 'n maandelikse grondslag in die volgende finansiële jaar, kan aan enige debiteur toegestaan word.

Maandelikse Belasting

- Rente sal op alle agterstallige rekeninge gehef word teen die standaardkoers.
- Debiteure kan by die Raad aansoek doen om lopende en toekomstige belasting maandeliks te betaal, en dit word slegs na goeddunke van die Uitvoerende Direkteur: Finansies, wat dit mag sub-delegeer, goedgekeur.
- Die maandelikse bedrag betaalbaar vir lopende jaarlikse belasting, word bereken om voorsiening te maak vir die betaling van die algehele saldo van sodanige bedrag in gelyke paaiemente teen die einde van daardie finansiële jaar.
- Indien die debiteur se agterstallige belasting gelykstaande is aan die bedrag van enige drie maandelikse paaiemente of meer, word die volle saldo van die jaarlikse belasting betaalbaar en word die rekeningstatus van maandeliks na jaarliks verander.

Staande agterstallige gelde

- Rente word nie op "staande agterstallige gelde" gehef nie.
- Staande agterstallige geld moet by reëlings ingesluit word.
- Nieteenstaande enige teenstrydige bepaling vervat in hierdie beleid, moet staande agterstallige gelde ten volle verhaal word voordat die eiendom oorgedra kan word.

Dienste

- Rekeninge moet teen die betaaldatum wat op die rekening aangedui word, betaal word.
- Rente word op alle agterstallige rekeninge gehef teen 'n rentekoers soos van tyd tot tyd deur die Raad bepaal.
- Die debiteur moet op die maandelikse rekening in die twee/drie amptelike tale van die Wes-Kaap gewaarsku word dat afsluiting moontlik is indien betaling nie teen die betaaldatum ontvang word nie.
- Indien die betaling nie teen die betaaldatum soos in die kennisgewing aangedui, ontvang is nie, word die toevoer afgesny.

23 STREEKSDIENSTEHEFFINGS

Woordomskrywing

In hierdie paragraaf beteken:

"**Die Wet**" die Wet op Streekdiensterade, Nr. 108 van 1985, insluitende enige regulasie kragtens die Wet uitgevaardig, en enige kennisgewing kragtens die Wet uitgegee deur die Minister van Finansies in die Staatskoerant;

"**Betaaldatum**" die 20ste dag van die kalendermaand na die maand waartydens:

(a) In die geval van 'n streeksdiensteheffing –

(i) enige vergoeding betaal is of betaalbaar word deur enige werkgewer aan 'n werknemer;
(ii) enige trekkings plaasvind met betrekking tot enige persoon wat 'n onderneming bedryf soos beoog by paragraaf (b) van die omskrywing van streeksdienste-heffing in artikel 1 van die Wet;

(b) In die geval van 'n streeksvestigingsheffing word enige bedrag wat gehef word, bepaal in ooreenstemming met die Wet, met betrekking tot enige onderneming.

"**Heffingspligtige**" enige persoon wat aanspreeklik is vir die betaling van 'n streekdienste-heffing of streeksvestigingsheffing.

"**SAID**" die Suid Afrikaanse Inkomstediens.

Invordering van heffings en kredietbeheer

- Die Raad moet by elke heffingspligtige 'n streeksdiensteheffing en/of streeksvestig-ingheffing, na gelang van die geval, in ooreenstemming met die Wet invorder.

- Rente op agterstallige rekeninge word gehef teen die koers soos van tyd-tot-tyd bepaal ingevolge artikel 80(1)(*b*) van die Wet Op Openbare Finansiële Bestuur No. 1 van 1999**,** soos gewysig. (http://www.treasury.gov.za/showpfma.htm)

Betalings sal volgens aanslagtydperk toegeken word in die volgende volgorde:

- Regskoste aangegaan
- Rente gehef
- Stigtingsheffings
- Diensteheffings

Die departementshoof wat verantwoordelik is vir die invordering van heffings wat aan die Raad verskuldig is, doen die volgende stappe om bedrae wat steeds na die betaaldatum uitstaande is, namens die Raad in te vorder:

- Indien die heffingspligtige versuim om te betaal, sal die Raad binne 30 dae 'n aanslag met betrekking tot die streekdiensteheffing en/of streekvestigingsheffing oplê na sy goeddunke en sodanige bedrag in ooreenstemming met die Wet van die heffingspligtige verhaal.
- Indien 'n aanslagtydperk 30 dae na die betaaldatum van die aanslag uitstaande is, kan enige van die volgende toepaslike stappe, na gelang van die betrokke geval, teen die wanbetalende heffingspligtige gedoen word:

  (i) 'n Eerste en finale kennisgewing van voorneme om te begin met stappe vir die verhaling van skuld in 'n geregshof (binne 30 dae); en
  (ii) Die Raad kan van 'n derde party gebruik maak om die agterstallige skuld in te vorder.

VERWYSINGS:

1 WET OP PLAASLIKE REGERING: MUNISIPALE STELSELS, 2000 (WET 32 VAN 2000)

2 DIE GRONDWET VAN DIE REPUBLIEK VAN SUID-AFRIKA, 1996 (WET 108 VAN 1996)

3 SKULDBESTUURSBELEID – STAD KAAPSTAD

4 KREDIETBEHEER – WESKUS DISTRIKSRAAD

5 KLIËNTEDIENSBESTUURS- EN SKULDINVORDERINGSBELEID – MUNISIPALITEIT BREEDE VALLEI

(*a*) ~~verskillende datums bepaal waarop verskillende bepalings van hierdie Hoofstuk op munisipaliteite van toepassing raak;~~

~~(*b*) van toepassing wees op alle munisipaliteite in die algemeen;~~

~~(*c*) 'n onderskeid tref tussen verskillende klasse munisipaliteite wat vir doeleindes van die infasering van die besondere bepalings, in die kennisgewing omskryf kan word met betrekking tot kategorieë of soorte munisipaliteite, of op enige ander manier; of~~

~~(*d*) van toepassing wees op 'n bepaalde klas munisipaliteit alleenlik, soos in die kennisgewing omskryf.~~

HOOFSTUK 9
KREDIETBEHEER EN SKULDINVORDERING

95. Klantesorg en -bestuur.—Met betrekking tot die heffing van eiendomsbelasting en ander belasting deur 'n munisipaliteit en die hef van gelde vir munisipale dienste, moet 'n munisipaliteit, binne sy finansiële en administratiewe kapasiteit—

(*a*) 'n gesonde klantebestuurstelsel instel wat daarop gerig is om 'n positiewe en wedersydse verhouding te skep tussen persone wat vir dié betalings aanspreeklik is en die munisipaliteit, en waar van toepassing, 'n diensverskaffer;

(*b*) meganismes instel vir gebruikers van dienste en belastingbetalers om terugvoering te gee aan die munisipaliteit of ander diensverskaffer ten opsigte van die gehalte van die dienste en die prestasie van die diensverskaffer;

(*c*) redelike steppe neem om te verseker dat gebruikers van dienste ingelig word oor die koste betrokke by diensverskaffing, die redes vir die betaling van dienstegelde, en die wyse waarop gelde wat uit die dienste verkry word, aangewend word;

(*d*) waar die verbruik van dienste gemeet steen te word, redelike stappe neem om te verseker dat die verbruik deur individuele gebruikers van dienste deur akkurate en verifieerbare metingstelsels gemeet word;

(*e*) verseker dat persone wat aanspreeklik is vir betalings, gereelde en akkurate rekeninge ontvang wat die grondslag aandui waarop die verskuldigde bedrae bereken word;

(*f*) toeganklike meganismes voorsien vir daardie persone om rekening een gemete verbruik te bevraagteken of te verifieer, en appèl prosedures wat dit vir sodanige persone moontlik maak om spoedige regstelling van onakkurate rekenings te ontvang;

(*g*) toeganklike meganismes voorsien vir die hantering van klagtes van sodanige persone, tesame met spoedige antwoorde en regstellende optrede deur die munisipaliteit;

(*h*) meganismes voorsien om die reaksietyd en doeltreffendheid by die nakoming van paragraaf (*g*) te moniteer; en

(*i*) toeganklike betaalpunte en ander meganismes vir die vereffening van rekeninge of die maak van voorafbetalings vir dienste, voorsien.

96. Skuldinvorderingsverantwoordelikheid van munisipaliteite.—'n Munisipaliteit moet—

(*a*) alle gelde invorder wat aan hom verskuldig en betaalbaar is, behoudens hierdie Wet en enige ander toepaslike wetgewing; en

(*b*) vir dié doel, 'n kredietbeheer- en skuldinvorderingsbeleid aanneem, instandhou en implementeer wat nie-strydig is nie met sy eiendomsbelastingsbeleid en sy tariefbeleid en wat aan die bepalings van hierdie Wet voldoen.

97. Inhoud van beleid.—(1) 'n Kredietbeheer- en skuldinvorderingsbeleid moet voorsiening maak vir—

(*a*) kredietbeheerprosedures en -meganismes;

(*b*) skuldinvorderingsprosedures en -meganismes;

(*c*) voorsiening vir hulpbehoewende debiteure wat nie-strydig is nie met sy eiendomsbelastingsbeleid en sy tariefbeleid en enige nasionale beleid oor hulpbehoewendes;

(*d*) realistiese doelwitte wat nie-strydig is nie met—

(i) algemeen erkende rekeningkundige praktyke en invorderings verhoudings; en

(ii) die geskatte inkomste wat in die begroting daargestel is, min 'n aanvaarbare voorsiening vir slegte skulde;

(*e*) rente op agterstallige gelde, waar toepaslik;

(*f*) uitstel van tye vir betaling van rekeninge;

(*g*) beëindiging van dienste of die beperking van die verskaffing van dienste wanneer betalings agterstallig is;

(*h*) aangeleenthede betreffende die ongemagtigde verbruik van dienste, asook diefstal en skade; en

(*i*) enige ander aangeleenthede wat by regulasie voorgeskryf mag word ingevolge artikel 104.

(2) 'n Kredietbeheer- en skuldinvorderingsbeleid kan onderskei tussen verskillende kategorieë belastingbetalers, gebruikers van dienste, debiteure, belastings, dienste, diensstandaarde en ander aangeleenthede, solank die onderskeid nie op onbillike diskriminasie neerkom nie.

98. Verordenings moet gevolg gee aan beleid.—(1) 'n Munisipale raad moet verordenings aanneem om gevolg te gee aan die munisipaliteit se kredietbeheer- en skuldinvorderingsbeleid en die implementering en uitvoering daarvan.

(2) Verordenings ingevolge subartikel (1) kan onderskei tussen verskillende kategorieë belastingbetalers, gebruikers van dienste, debiteure, belastings, dienste, diensstandaarde en ander aangeleenthede, solank die onderskeid nie op onbillike diskriminasie neerkom me.

99. Toesighoudende gesag.—'n Munisipaliteit se uitvoerende komitee of uitvoerende burgemeester of, indien 'n munisipaliteit nie 'n uitvoerende komitee of uitvoerende burgemeester het nie, die munisipale raad self of 'n komitee deur hom aangestel, moet, as die toesighoudende gesag—

(*a*) toesig hou oor—

(i) die implementering en uitvoering van die munisipaliteit se kredietbeheer- en

skuldinvorderingsbeleid en enige verordenings wat ingevolge artikel 98 uitgevaardig is, en dit moniteer; en

(ii) die prestasie van die munisipale bestuurder in die implementering van die beleid en enige verordenings, en dit moniteer;

(*b*) wanneer nodig, die beleid en enige verordenings, of die implementering van die beleid en enige sodanige verordenings, evalueer of hersien ten einde die doeltreffendheid van sy kredietbeheer- en skuldinvorderingsmeganismes, prosesse en -prosedures te verbeter; en

(*c*) met tussenposes deur die raad bepaal, verslag doen aan ’n vergadering van die raad, behalwe waar die raad self die pligte in paragrawe (*a*) en (*b*) gemeld, verrig.

100. Implementeringsgesag.—Die munisipale bestuurder of diensverskaffer moet—

(*a*) die munisipaliteit se kredietbeheer- en skuldinvorderingsbeleid implementeer en uitvoer, asook enige verordenings wat ingevolge artikel 98 uitgevaardig word;

(*b*) in ooreenstemming met die kredietbeheer- en skuldinvorderingsbeleid en enige sodanige verordenings, effektiewe administratiewe meganismes, prosesse en prosedures instel om geld in te vorder wat aan die munisipaliteit verskuldig en betaalbaar is; en

(*c*) met tussenposes soos deur die raad bepaal, die voorgeskrewe besonderhede rapporteer aan ’n vergadering van die toesighoudende gesag bedoel in artikel 99.

101. Munisipaliteit se toegangsreg tot persele.—Die bewoner van ’n perseel in ’n munisipaliteit moet te alle redelike ure aan ’n gemagtigde verteenwoordiger van die munisipaliteit of van ’n diensverskaffer toegang verleen tot die perseel ten einde enige meter of diensverbinding vir verspreiding te lees, te inspekteer, te installeer of te herstel, of om die verskaffing van enige diens af te sluit of te beperk.

102. Rekeninge.—(1) ’n Munisipaliteit kan—

(*a*) enige afsonderlike rekeninge van persone wat vir betalings aan die munisipaliteit aanspreeklik is, konsolideer;

(*b*) ’n betaling deur so ’n persoon krediteer teen enige rekening van daardie persoon; en

(*c*) enige van die skuldinvorderings- en kredietbeheermaatreëls implementeer waarvoor in hierdie Hoofstuk voorsiening gemaak word met betrekking tot enige agterstallige bedrae op enige van die rekeninge van so ’n persoon.

(2) Subartikel (1) is nie van toepassing nie waar daar ’n dispuut is tussen die munisipaliteit en ’n persoon bedoel in daardie subartikel rakende ’n bepaalde bedrag wat deur die munisipaliteit van daardie persoon geëis word.

103. Ooreenkomste met werkgewers.—’n Munisipaliteit kan—

(*a*) met die instemming van ’n persoon wat teenoor die munisipaliteit aanspreeklik is vir die betaling van eiendomsbelasting of ander belastings, of gelde vir munisipale dienste, ’n ooreenkoms aangaan met daardie persoon se werkgewer om van die salaris of loon van daardie persoon—

(i) enige uitstaande bedrae af te trek wat deur daardie persoon aan die munisipaliteit

verskuldig is; of

(ii) sodanige gereelde maandelikse bedrae af te trek soos ooreengekom mag word; en

(*b*) spesiale aansporings verskaf vir—

(i) werkgewers om sodanige ooreenkomste aan te gaan; en

(ii) werknemers om tot sodanige ooreenkomste in te stem.

104. Regulasies en riglyne.—Die Minister kan vir die doeleindes van hierdie Hoofstuk regulasies maak of riglyne uitreik ooreenkomstig artikel 120 om voorsiening te maak vir die volgende aangeleenthede of vir die regulering daarvan:

(*a*) die besonderhede wat vervat moet word in die munisipale bestuurder se verslag ingevolge artikel 100 (*c*);

(*b*) die identifisering van munisipale dienste wat deur die munisipaliteit of ander diensverskaffers verskaf word aan gebruikers van dienste waar die gebruik van die diens deur die gebruiker redelikerwys per hoeveelheid gebruik of per frekwensie van sodanige gebruik bepaal, gemeet of geraam kan word;

(*c*) die bepaling, meet of raming van die gebruik deur ewe gebruiker van elke diens aldus geïdentifiseer;

(*d*) gebruikerooreenkomste, en deposito's en bankwaarborge vir die verskaffing van munisipale dienste;

(*e*) die lewering van rekeninge aan belastingbetalers en gebruikers, en die besonderhede wat in die rekeninge vervat staan te word;

(*f*) die stappe wat deur munisipaliteite en diensverskaffers geneem kan word om betaling van agterstallige rekeninge te verseker, insluitende—

(i) die beëindiging van munisipale dienste of die beperking van die verskaffing van dienste;

(ii) die beslaglegging op eiendom;

(iii) die beslaglegging van huur betaalbaar op 'n eiendom; en

(iv) die uitbreiding van aanspreeklikheid tot 'n direkteur, 'n trustee of 'n lid indien die debiteur 'n maatskappy, 'n trust of 'n beslote korporasie is;

(*g*) appèlle teen die akkuraatheid van rekeninge vir munisipale belastings of dienste;

(*h*) die wyse waarop en tyd waarbinne sodanige appèlle ingedien en bepaal moet word, en die gevolge van suksesvolle en onsuksesvolle appèlle;

(*i*) uitstelle vir die betaling van agterstallige bedrae en rente betaalbaar op sodanige agterstallige bedrae;

(*j*) diensaansluitings en -afsluitings, en die hervatting van dienste wat onderbreek is;

(*k*) die bestryding van ongemagtigde verbruik, aansluiting en heraansluiting en diefstal van munisipale dienste;

(*l*) die ontwikkeling en implementering van 'n behoeftigheidsbeleid;

(*m*) die peuter met of diefstal van meters, diensverskaffingtoerusting en verspreidingsnetwerk en enige ander bedrieglike handeling in verband met die verskaffing van munisipale dienste; en

(*n*) enige ander aangeleentheid wat—

(i) effektiewe en doeltreffende stelsels van kredietbeheer en skuldinvordering deur munisipaliteite; of

(ii) die toepassing van hierdie Hoofstuk, kan fasiliteer.

(2) Wanneer regulasies uitgevaardig word of riglyne uitgereik word ingevolge artikel 120 om voorsiening te maak vir, of om die aangeleenthede gemeld in subartikel (1) van hierdie artikel te reguleer, moet die Minister—

(*a*) die kapasiteit van munisipaliteite in ag neem om aan daardie aangeleenthede te voldoen; en

(*b*) 'n onderskeid tref tussen verskillende klasse munisipaliteite ooreenkomstig hulle onderskeie kapasiteite.

~~HOOFSTUK 10~~
~~PROVINSIALE EN NASIONALE MONITERING EN STEL VAN STANDAARDE~~

~~*Deel 1: Provinsiale monitering*~~

~~**105. Provinsiale monitering van munisipaliteite.**—(1) Die LUR vir plaaslike regering in 'n provinsie moet meganismes, prosesse en prosedures ingevolge artikel 155 (6) van die Grondwet instel om—~~

~~(*a*) munisipaliteite in die provinsie te moniteer in die bestuur van hulle eie sake, die uitoefening van hulle bevoegdhede en die verrigting van hulle funksies;~~

~~(*b*) die ontwikkeling van plaaslike regeringskapasiteit in die provinsie te moniteer; en~~

~~(*c*) die ondersteuning te takseer wat munisipaliteite benodig om hulle kapasiteit te versterk om hulle eie sake te bestuur, hulle bevoegdhede uit te oefen en hulle funksies te verrig.~~

~~(2) Die LUR vir plaaslike regering in 'n provinsie kan, by kennisgewing in die *Provinsiale Koerant*, van munisipaliteite van enige kategorie of soort in die kennisgewing vermeld, of van enige ander klas omskryf in die kennisgewing, vereis om met gereelde tussenposes óf binne 'n vermelde tydperk aan 'n bepaalde provinsiale staatsorgaan sodanige inligting voor te lê soos wat in die kennisgewing vereis mag word.~~

~~(3) Wanneer hulle hul bevoegdhede ingevolge subartikel (1) uitoefen—~~

~~(*a*) moet die LUR'e vir plaaslike regering sover moontlik staatmaak op jaarverslae ingevolge artikel 46 en inligting wat ingevolge subartikel (2) deur munisipaliteite voorgelê word; en~~

~~(*b*) kan die LUR'e vir plaaslike regering redelike versoeke om bykomende inligting aan munisipaliteite rig na inagneming van—~~

~~(i) die administratiewe las op munisipaliteite om die inligting te verstrek;~~

~~(ii) die koste daaraan verbonde; en~~

AFRIKAANS

Cape Winelands

DISTRICT MUNICIPALITY

CREDIT CONTROL,

DEBT COLLECTION

Chapter 9 of the Local Government: Municipal Systems Act No. 32 of 2000

&

INDIGENT POLICIES

Approved by Council: C.6.4.1.12
30 September 2002

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1 OBJECTIVES OF THE POLICY

The objectives of the policy are to:

- Provide a framework within which the municipal Council can exercise its executive and legislative authority with regard to credit control and debt collection.
- Ensure that all monies due and payable to the municipality are collected and used to deliver municipal services in the best interests of the community, residents and ratepayers in a financially sustainable manner.

Section 96(a) of the Local Government Municipal Systems Act, 2000 (Act 32 of 2000) provides that a municipality must collect all money that is due and payable to it subject to this Act and any other applicable legislation.

- Focus on all outstanding debt as raised on the debtor's account as well as unpaid periods in terms of RSC levies and set realistic targets for collection.
- Outline credit control and debt collection policy procedures as well as indigent policy.
- Provide a framework to link the municipal budget to;
  - indigent support and
  - tariff policies
- Promote a culture of good payment habits amongst debtors and instill a sense of responsibility towards the payment of municipal accounts and reducing municipal debt.
- Subject to the principles provided for in this policy, Council must use innovative, cost effective, efficient and appropriate methods to collect as much of the debt in the shortest possible time without any interference in the process.
- Effectively and efficiently deal with defaulters in accordance with the terms and conditions of the policy.

2 DEFINITIONS

2.1	"**arrears**"	refers to any amount due to the Council not paid by he due date
2.2	"**billing**"	refers to the process of charging for services provided by issuing accounts
2.3	"**credit control**"	It deals with the conditions and procedures to render accounts and to regulate the payment for services rendered as well as RSC levies payable in terms of the Regional Services Councils, Act. No. 109 of 1985
2.4	"**credit control policy**"	refers to the regulation of day to day actions leading to the issuing of accounts and the payment thereof. This includes issues like service agreements, payment facilities, pay points, final dates for payment, interest and assistance to the poor
2.5	"**debt collection**"	refers to the debt recovery process and includes sanctions (warning, disconnection, adverse credit rating, legal process, etc.) to be applied in the event of non-payment of accounts.
2.6	"**debt recovery policy**"	refers to the regulating of actions pertaining to arrear accounts, including extensions granted, written arrangements to pay off arrears, the monitoring thereof and legal actions associated with unpaid accounts
2.7	"**disconnection**"	means interrupting the supply of water or electricity to a debtor as a consequence of ignoring Notice for payment
2.8	"**due date**"	refers to the final date of payment as shown on the debtor's municipal account, demand or notices and RSC declarations
2.9	"**holistic**"	refers to the combining of all debt in order to establish the total obligation of the debtor
2.10	"**indigent amount**"	refers to the applicable value of the indigent subsidy as determined by the Council from time to time

2.11	"**interest on overdue accounts**"	is based on a full month and part of a month shall be deemed to be a full month whilst interest on overdue RSC levies will be calculated on a daily basis
2.12	"**non-residential debtors**"	are classified as those debtors who do not qualify for or receive free electricity and/or water
2.13	"**residential debtors**"	are classified as those debtors who can qualify for and receive free electricity and/or water
2.14	"**RSC levies**"	refers to Regional Services Levies and Regional Establishment Levies
2.15	"**sundry debt**"	refers to any debt other than for rates, housing, metered services, sewerage and refuse removal
2.16	"**supply**"	means any metered supply of water or electricity
2.17	"**standard rate**"	A rate of interest which is one percent higher than the rate of interest payable by Council to its bank in respect of an overdraft.
2.18	"**tampering**"	means the unauthorized reconnection of a supply that has been disconnected for non-payment, the interference with the supply mains or bypassing of the metering equipment to obtain an un-metered service
2.19	"**total household income or household income**"	refers to the total formal and informal gross income of all people living permanently or temporarily on the property on which the account is based

3 PRINCIPLES

- The administrative integrity of the municipality must be maintained at all costs. The democratically elected officials (councillors) are responsible for policy-making, while it is the responsibility of the municipal manager to execute these policies.
- All customers must complete an official application form formally requesting the municipality to connect them to service supply lines.
- A copy of the application form, conditions of services and extracts of the relevant council's credit control and debt collection policy and by-laws must be handed to every customer on request.
- Billing is to be accurate, timeous and understandable.
- The customer is entitled to reasonable access to pay points and to a variety of reliable payment methods.
- The customer is entitled to an efficient, effective and reasonable response to appeals and should suffer no disadvantage during the processing of a reasonable appeal.
- Enforcement of payment must be prompt, consistent and effective.
- Fraud/criminality will lead to loss of rights and heavy penalties and/or public prosecution.
- Incentives and disincentives may be used in collection procedures.
- The collection process will be cost-effective.
- Collection "Best Practices" will be pursued.
- Results will be regularly and efficiently reported.
- Application forms will be used to categorize customers and to determine whether the customer qualifies for indigent support, pre-payment or credit meters.
- Although customer care and debt collection are inter-related issues, they should be performed by two separate divisions.
- There must be legal cause between the municipality and its customer and customer debt must arise out of a legal framework and must be legally collectable.
- Indigent households will be identified and supported. Welfare is to be separated from tariff and credit control issues and will be supported by appropriate and affordable policies and practices. Indigent support will be introduced within council's financial ability.
- Targets for performance in both customer service and debt collection will be set and pursued and remedies implemented for non-performance.
- Human dignity must be upheld at all times. The policy must be implemented with equity, fairness and consistency.
- Debts and arrangements to repay debts shall be treated holistically, but different repayment periods or methods may be determined for different types of service, debtors

or areas within the general rule that the repayment period should be in sympathy with the installments that the debtor can afford (not applicable on levy income).

- The implementation of the policy shall be based on sound business principles which may include credit worthiness checks.
- New applications for services will be subject to prescribed credit information and outstanding amounts may be transferred to the new account. All information furnished on the application form may be verified by Council with any or all data information institutions, credit information bureaus and, or any financial institutions as may be deemed necessary by Council in determining the applicant's credit worthiness.
- Debtors may be referred to third party debt collection agencies and may be placed on the National Credit Rating list.
- All recoverable costs incurred by Council relating to the collection process shall be recovered from the debtor.
- Interest charges on overdue accounts will be levied from the due date if not paid by the following due date and will be calculated for a full month(s) irrespective of when payment is made. The interest charged will appear in the following month's account.

4 DUTIES AND FUNCTIONS

4.1 *Duties and functions of Council*

- To approve a budget consistent with the needs of communities, ratepayers and residents.
- To impose rates and taxes and to determine service charges, fees and penalties to finance the budget.
- To provide sufficient funds to give access to basic services for the poor.
- To collect RSC levies to finance communal services and infrastructural development

Preferably, the total equitable share should be set aside for this purpose. If this amount is not enough an additional sustainable provision must be made according to the municipality's financial ability.

- To provide for a bad debt provision, in line with the payment record of the community, ratepayers and residents, as reflected in the financial statements of the municipality.

The bad debt provision should at least reflect the increase in debtors during the previous financial year. The amount provided for can only be reduced by the amount provided for working capital.

- To set an improvement target for debt collection, in line with acceptable accounting ratios and the ability of the Municipal Manager.

A realistic target would be to improve on the previous year's result by at least 2,5%. The target should be reviewed every year until the turnover rate of debtors is less than 60 days.

- To approve a reporting framework for credit control and debt collection.
- To consider and approve by-laws to give effect to the Council's policy.
- To monitor the performance of the Executive Mayor/Mayoral Committee and Municipal Manager regarding credit control and debt collection.
- To revise the budget should Council's targets for credit control and debt collection not be met.
- To take disciplinary action against councillors' officials and agents who do not execute council policies and by-laws.

Including credit control and debt collection.

- To approve a list of attorneys that may act for Council should any legal matters relating to debt collection arise. (Refer to Procurement Policy)
- To delegate the required authorities to monitor and execute the credit control and debt collection policy to the Executive Mayor/Mayoral Committee and Municipal Manager respectively.

- To provide sufficient capacity in the Treasure department for credit control and debt collection.
- To appoint debt collection agents to assist the Municipal Manager in the execution of his duties, if required.

4.2 ***Duties and functions of Executive Mayor/Mayoral Committee***

- To ensure that Council's budget cash flow and targets for the debt collection are met and executed in terms of the policy and relevant by-laws. [1]
- To monitor the performance of the Municipal Manager in implementing the policy and by-laws.[2]
- To review and evaluate the policy and by-laws in order to improve the efficiency of Council's credit control and debt collection procedures, mechanisms and processes. [3]
- To report to Council. [4]

Section 99 of the Local Government: Municipal Systems Act, 2000 provides that the Executive Mayor/Mayoral Committee must –

(a) Oversee and monitor -

1 The implementation and enforcement of the municipality's credit control and debt collection policy and any by-laws enacted in terms of section 98; and

2 The performance of the municipal manager in implementing the policy and any by-laws.

3 When necessary, evaluate or review the policy and any by-law or the implementation of the policy or such by-laws, in order to improve efficiency of it's credit control and debt collection mechanisms, processes and procedures; and

4 At such intervals as may be determined by the Council report to a meeting of the Council, except when the Council itself performs the duties mentioned in paragraph 1, 2 and 3.

4.3 ***Duties and functions of the Municipal Manager***

- To implement good customer care management.
- To implement council's credit control and debt collection policy.
- To install and maintain an appropriate accounting system.
- To bill customers.
- To demand payment on due dates.
- To raise penalties for defaults.
- To appropriate payments received.
- To collect outstanding debt.
- To implement "Best Practices".
- To provide different payment methods.
- To determine credit control measures.
- To determine work procedures for public relations, arrangements, disconnections of services, summonses, attachments of assets, sales in execution, write-off of debts, sundry debtors and legal processes.
- To appoint firm/s of attorneys to complete the legal process (i.e. attachment and sale in execution of assets, emolument attachment orders etc.).
- To set performance targets for staff.
- To appoint staff to execute council's policy and by-laws in accordance with council's staff policy.
- To delegate certain functions to heads of department.
- To determine control procedures.
- To report to the Executive Mayor/Mayoral Committee.

4.4 ***Duties and functions of Communities, ratepayers and residents***

- To fulfill certain responsibilities, as brought about by the privilege and or right to use and enjoy public facilities and municipal services.

- To pay service fees, rates on property and other taxes, levies and duties imposed by the municipality.
- To observe the mechanisms and processes of the municipality in exercising their rights.
- To allow municipal officials reasonable access to their property to execute municipal functions.
- To comply with the by-laws and other legislation of the municipality.
- To refrain from tampering with municipal services and property.
- To assist Council in determining indigent households.

4.5 ***Duties and functions of Ward Councillors and Political parties***

- To hold regular meetings.
- To adhere to and convey council policies to residents and ratepayers.
- To adhere to council's code of conduct for councillors.

5 CUSTOMER CARE AND MANAGEMENT POLICY

Section 95(a) of the Local Government Municipal Systems Act, 2000 provides that a municipality must within it's financial and administrative capacity, establish a sound customer management system that aims to create a positive and reciprocal relationship between persons liable for payments and the municipality.

5.1 ***Communication and feedback***

5.1.1 The municipality will, within its financial and administrative capacity, conduct an annual process of compiling its budget which will include:

a) A First Budget Meeting, in January, wherein Executive Mayor / Mayoral Committee will consider budget priorities, principles and a budget framework.

b) A first round of public meetings will then be called, to invite at least the following: political parties; ratepayers and civic organizations; chambers of business and organized labour; the general public and other interested parties, at which the budget priorities, principles and framework will be outlined and debated.

c) Need identification workshops will be conducted throughout the Region (IDP meetings), the objects of which will be:

i) To identify all the needs of B Municipalities and District Management area that are legitimately in the area of responsibility of the council.

ii) To involve the community in prioritizing these needs.

iii) To involve the community in Council's planning, and to provide the community with much basic information as to what Council does and what other levels of government do.

iv) To inform the community of the levels of payment and non-payment in specific areas, and to devise strategies in that regard.

d) A council workshop, which will marry the results of the first budget meeting, the public meetings, and the need identification workshops with Council's Integrated Development Plan.

e) Thereafter Council's draft Capital and Operating budgets, informed by the above processes, will go through Council's Executive Mayor/Mayoral Committee for the creation of a draft budget.

f) This draft budget, with tariff and rate implications, will then be presented to a second round of public meetings.

g) Thereafter a final draft of the budget appears before Council for approval.

5.1.2 Council's Customer Care and Management, and Debt Collection Policy, will be available in English, Afrikaans and Xhosa, and will be made available by general publication and on specific request, and will also be available at Council's cash collection points.

5.1.3 Council will endeavour to distribute a regular newsletter, which will give prominence to customer care and debt issues.

5.1.4 Councillors will be required to hold regular meetings, at which customer care and debt issues will be given prominence.

5.1.5 The press will be encouraged to give prominence to Council's Customer Care and Debt issues, and will be invited to Council meetings where these are discussed.

5.1.6 Council aims to establish:

a) Decentralised complaints/feedback offices according to the constituencies of direct elected Councillors;
b) A centralized complaints database to enhance co-ordination of complaints, their speedy resolution and effective communication with customers;
c) Appropriate training for officials dealing with the public to enhance communications and service delivery; and
d) A communication mechanism to give council feedback on service, debt and other issues of concern.

5.2 ***Service application and agreements***

5.2.1 All customers of services will be required to sign an agreement governing the supply, of, and cost of, municipal services. Owners may allow a tenant to sign a separate agreement with the municipality, which the municipality may accept. On default by a tenant, the owner is the debtor of last resort.

5.2.2 Prior to signing these agreements, owners and or tenants will be entitled to receive the policy document of the Council on request.

5.2.3 On the signing of the agreement, owners and or tenants will receive a copy thereof.

5.2.4 Within a specified period (in the agreement) of change of ownership, meters will be read and an account posted.

5.2.5 In the agreement, customers will acknowledge liability for costs of collection, and interest and penalties, in the event of delayed payment.

5.3 ***Customer screening and securities***

5.3.1 Applicants for municipal services may be checked for credit-worthiness including checking information from banks, credit bureau, local authorities, trade creditors, and employers. (Applicable to Businesses only)

5.3.2 Security deposits in cash will be taken, and may vary according to the risk. A deposit will be determined by Council from time to time.

5.3.3 Deposits can be increased by the municipality at any time at the sole discretion of the municipality.

5.3.4 Deposits can vary according to the credit-worthiness or legal category of the applicant.

5.3.5 The municipality will not pay any interest on deposits.

5.3.6 On the termination of the agreement the amount of the deposit less any outstanding amount due to the municipality will be refunded to the customer.

6 ACCOUNTS AND BILLING

Section 95(d) of the Local Government Municipal Systems Act, 2000 provides that a municipality must, within it's financial and administrative capacity take reasonable steps to ensure that the consumption of services has to be measured through accurate and verifiable metering systems.

- Customers will receive an understandable and accurate bill from the municipality, which will consolidate all service costs for that property.
- Accounts will be produced in accordance with the meter reading cycle and due dates are linked to the statement date.
- Accounts will be rendered monthly in cycles of approximately 30 days at the address last recorded with the municipality or its authorized agent.
- It is the client's responsibility to ensure timeous payment in the event of accounts not received.
- Settlement or due date is 14 days from date of statement.
- Accounts must be consumer friendly and must clearly reflect the following minimum information :
  (a) the name, address and contact numbers of the Council;
  (b) the name and postal address of the account holder;
  (c) details of the property in respect of which the account is issued;
  (d) the contents of the account must be reflected in the language of the account holder – at present, a choice between Afrikaans and English is offered;
  (e) the balance brought forward from the previous account as well as a summary of transactions for the present period;
  (f) all services for which the account is rendered as well as amounts billed for such services;
  (g) the final amount payable;
  (h) the final date for payment;
  (i) soft reminders in respect of interest levies and discontinuation of services; and
  (j) the situation of payment facilities and modes of payment accepted and hours for payment.
  (k) VAT Registration number and account number.

6.1 ***Metering***

Section 95(e) provides that a municipality must ensure that persons liable for payments receive regular and accurate accounts that indicate the basis for calculating the amount due.

- The municipality will endeavour within practical and financial limits to provide meters to every paying client for all meter-able services.
- All meters will be read monthly, if at all possible. If the meter is not read monthly the council will average the consumption for the preceding three months.
- Customers are entitled to request verification of meter readings and accuracy within reason, but may be held liable for the cost thereof.
- Customers will be informed of meter replacement.
- If a service is metered but it cannot be read due to financial and human resource constraints or circumstances out of the control of the municipality or its authorized agent, and the customer is charged for an average consumption the account following the reading of the metered consumption must articulate the difference between the actual consumption and the average consumption, and the resulting credit or debit adjustments.

6.2 ***Right of access to premises***

- The owner and or occupier of premises give an authorized representative of the municipality access to the premises at all reasonable hours in order to read, inspect, install or repair any meter or service connection for reticulation, or to disconnect, stop or restrict, or reconnect, the provision of any service

Section 101 provides that the occupier of premises in a municipality must give an authorized representative of the municipality access at all reasonable hours to the premises in order to read, inspect, install or repair any meter or service connection for reticulation, or to disconnect stop or restrict the provision of any service.

- The owner accepts the cost of relocating a meter if satisfactory access is not possible.
- If a person contravenes right of access the municipality or its authorized agent may :

(a) By written notice require such person to restore access at his/her own expense within a specified period.
(b) If it is the opinion that the situation is a matter of urgency, without prior notice restore access and recover the cost from such person.

6.3 ***Full and final settlement payments***

- Any part payment of an account in full and final settlement can only be tendered to the Executive Director of Finance or his delegated authority.
- Should such a payment not be tendered in accordance with abovementioned, cash or postal orders will be returned to the payer. If such payment is in the form of a cheque, credit card or electronic payment, the amount will be returned to the drawer thereof.
- The account will be adjusted accordingly and debt management actions will commence as if no payment has been tendered.

6.4 ***Payment facilities and methods and stop orders and debit orders***

- The municipality will operate and maintain suitable banking and cash facilities which will be accessible to all users.
- The municipality will at its discretion allocate a payment between service debts – a debtor who has overdue debt may not specify that the payment is for a specific portion of the account.
- The municipality may with the consent of a customer approach an employer to secure a debit or stop order arrangement.
- The customer will acknowledge, in the customer agreements, that the use of customer agents in the transmission of payments to the municipality is at the risk of the customer – also for the transfer time of the payment.

6.5 ***Arrangements***

Principles for Residential Debtors

- Notwithstanding that all debts should be treated holistically, certain categories of debt may be subject to category specific repayment parameters.
- Current charges must be paid in full. This is not negotiable.
- The debtor may be required to prove levels of income and must agree to a monthly payment towards arrears based on his ability to pay or based on his total liquidity if Council so requires.
- All negotiations with the debtor should strive to result in an agreement that is sustainable and is most beneficial to Council.
- Interest will be charged on arrears at standard rate.
- Interest on arrears in respect of all services and rates may be frozen whilst the debtor adheres to the conditions of the arrangement.
- Debtors who default on three occasions in respect of arrangements made will be denied the privilege of making further arrangements and the full amount becomes payable.
- All arrangements should be subject to periodic review.
- All services may be discontinued and legal action will be taken against debtors and/or such debt may be referred to third party debt collectors, for recovery.

Arrangement Criteria for Residential Debtors

All debtors who are in arrears and apply to make arrangements to reschedule their debt will be subject to the following payment requirements at the time of making the arrangement.
Full settlement of current account and on agreed amount towards arrears.

Principles for Non-residential Debtors

- Non-residential debtors may make arrangements to liquidate their arrears where it would be financially beneficial to the Council for them to do so.
- The final decision to make these arrangements will rest with the Executive Director of Finance with the right to sub delegate.

Arrangement Criteria for Non-residential debtors

If any non-residential debtor wishes to make an arrangement for a period of not longer than six months, and will pay the first installment immediately, interest on the arrangement amount may be suspended as long as the terms of the arrangement are maintained.

6.6 ***Enquiries, Appeals, Service complaints and Disputes***

- If a customer is convinced that his or her account is inaccurate, he or she can lodge an appeal with the municipality for recalculation of this account.

Section 95(f) of the Local Government : Municipal Systems Act, 2000 provides that a municipality must provide accessible mechanisms for those persons to query or verify accounts and metered consumption and appeal procedures which allow such persons to receive prompt redress for inaccurate accounts.

- Queries regarding non-receipt of regular accounts must be followed up. This does not constitute a valid reason for non-payment of accounts.
- In the interim the debtor must pay the average of the last three months account. Where no such history is available the debtor is to pay an estimate provided by the municipality before payment due date until the matter is resolved.
- The relevant department will investigate and inform the debtor within one month.
- Failure to make such agreed interim payment or payments will make the customer liable for disconnection.
- A customer may appeal against the finding of the municipality or its authorized agent in paying the average of three months or an estimated amount.
- An appeal and request must be made and lodged with the municipality within 21 (twenty-one) days after the customer became aware of the finding and must :
  (a) Set out the reasons for the appeal.
  (b) Be accompanied by any security determined for the testing of a measuring device if applicable.
- Duplicate accounts must be available upon request.
- "Dispute" referred to in Section 102(2) of the Municipal Systems Act, No. 32 of 2000 as the instance when a debtor questions the correctness of any account by Council to him and such debtor lodges an appeal with Council.
- In order for a dispute to be registered with Council the following procedures must be followed :
  - The debtor must render the dispute in writing to Council and this must be actually received by Council.
  - The debtor must furnish his full personal particulars including his account number, telephone number, fax, e-mail addresses and any other relevant particulars.
  - The full nature of the dispute must be described in the correspondence.

  On receipt of the dispute the Council will take the following actions:

  - A Register must be kept in which all disputes received are to be entered.
  - An authorized controlling official will keep custody of the register and conduct a daily or weekly check or follow-up on all disputes as yet unresolved.
  - A written acknowledgement of receipt must be provided to the debtor.
  - All appeals regarding disputed amounts must be unilaterally concluded by Council's authorized officials within 14 calendar days from receipt thereof.
  - Council's authorized official's decision is final and will result in the immediate implementation of any debt collection and credit control measures after the debtor is provided with the outcome of the appeal.
  - The same dispute will not be reconsidered and will not again be defined as a dispute.
  - If the debtor is not satisfied with the outcome of his appeal he may under protest pay the amount in dispute and redress his action to a court of law.

7 BUSINESS WHO TENDER TO THE MUNICIPALITY

The Procurement Policy and Tender Conditions include the following:

(i) When inviting tenders for the provision of services or delivery of goods, potential contractors may submit tenders subject to a condition that consideration and evaluation thereof will necessitate that the tenderer obtain from the municipality a certificate stating that all relevant municipal accounts owing by the tenderer or its directors, owners or partners have been paid or that suitable arrangements (which include the right to set off in the event of non-compliance) have been made for payment of any arrears.

(ii) A municipal account to mean any municipal service charge, RSC levies tax or other fees, fines and penalties, due in terms of a contract or approved tariff or rate, which is outstanding after the due date normally appearing on the consolidated account or overdue in terms of the contract or any other due date that has passed.

(iii) Tender conditions contain a condition allowing the municipality to deduct moneys owing to the municipality from contract payments in terms of a reasonable arrangement with the debtor.

8 INCENTIVES FOR PROMPT PAYMENT

- The municipality may, to encourage payment, and to reward good payers consider from time to time incentives for the payment of accounts.
- Such incentive schemes, if introduced, will be reflected in annual budgets as additional expenditure.

9 CUSTOMER ASSISTANCE PROGRAMMES

Water leakages

- If the leakage is on the side of the customer the customer is responsible for the payment of the full account.
- The customer has the responsibility to control and monitor his/her consumption.

Rate rebates

- Properties used exclusively for residential purposes may qualify for a rebated rate determined annually by Council.
- A rate rebate may be granted to social pensioners or the receiver of a State disability grant as determined by Council from time to time. To qualify for the concession the following criteria will apply: Application must be made each year and reach the Executive Director: Finance on or before 30 June. The applicant must be the registered owner of the property and should not sub-let any portion of the dwelling or take in boarders. The applicant should not own any other property. The property must be readily accessible to municipal staff for the purpose of carrying out of inspections.

Arrangements for settlements

- If a customer cannot pay his/her account with the municipality then the municipality may enter into an extended term of payment with the customer. He/she must:
  - (i) Sign an acknowledgement of debt;
  - (ii) Sign a consent to judgment;
  - (iii) Provide a garnishee order/emolument order/stop order (if he or she is in employment);
  - (iv) Acknowledge that interest will be charged at the prescribed rate;
  - (v) Pay the current portion of the account in cash; and
  - (vi) Sign an acknowledgement that, if the arrangements negotiated are later defaulted on, that no further arrangements will be possible and that disconnection of water and electricity will immediately follow, as will legal proceeding.

- Council reserves the right to raise the deposit/security requirement of debtors who seek arrangements.

Rates by installments

If the owner of ratable property notifies the Executive Director: Finance in writing not later than the thirty first day of May in any financial year or such later date in such financial year as the Executive Director: Finance may agree to, that he is desirous of paying all rates in respect of such property by installments, such owner shall be entitled to pay all rates for the financial year ensuing and for each succeeding financial year until such notice is in like manner withdrawn by him, in twelve installments which shall;

(i) as far as possible, be equal, and;
(ii) be due and payable on the last day of each month commencing with the month in which the relevant due date falls.
(iii) These installments will be subjected to interest being added if not paid in accordance with (ii) above.

10 DEBT COLLECTION POLICY

10.1 *Enforcement Mechanisms*

10.1.1 *Interruption of service*

Section 97 (g) of the Local Government: Municipality Systems Act, 2000 provides that a credit control and debt collection policy must provide for termination of services or the restriction of the provision of services when payments are in arrears.

- Customers who are in arrears with their municipal bill and who have not made arrangements with the council will have their supply of water and other municipal services discontinued.
- Council reserves the right to deny or restrict the sale for water to customers who are in arrears with their rates or other municipal charges.
- Debtors except those who are charged according to the full domestic tariff should be required to pay all penalties and arrears in full before the supply is restored.
- The restriction and or discontinuation of water supplies will happen in accordance with a policy determined by council from time to time.
- A notice shall be left at the property advising that the supply has been disconnected and warn that all water outlets should be closed. The notice must also advise that the supply will only be reconnected after the total balance of the amount specified on the notice including the reconnection fee has been paid or an arrangement acceptable to Council has been made. This Notice must also warn of the consequences of unauthorized reconnection.
- Upon the liquidation of arrears, or the conclusion of arrangements for term payment, the restricted service will be reconnected as soon as conveniently possible.
- The cost of the restriction or disconnection, and the reconnection, will be determined by tariffs agreed by Council, and will be payable by the consumer before reconnection.
- The onus shall always be on the debtor to request reconnection and to prove that the full amount on the disconnection notice was paid or that an arrangement was entered into.

10.1.2 *Unauthorized reconnection of water supply*

- It is considered a criminal offence which may result in legal action being taken. Where this has occurred the water supply will be effectively disconnected.

10.2 *Interest and penalties*

- Interest will be raised as a charge on all accounts not paid by the due date in accordance with applicable legislation.

Section 97(e) of the Local Government: Municipal Systems Act, 2000 provides that a credit control and debt collection policy must provide for interest on arrears, where appropriate.

- The decision to waive interest in specific instances can only be taken by a decision of Council or its delegated Committee.

10.3 ***Personal contact***

Telephonic contact

10.3.1 ***Agents calling on clients***

- Council will endeavour, within the constraints of affordability, to make personal or telephonic contact with all arrear debtors to encourage their payment, and to inform them of their arrears state, and their rights (if any) to conclude arrangements or to indigence subsidies, and other related matters, and will provide information on how and where to access such arrangements or subsidies, and other related matters and will provide information on how and where to access such arrangements or subsidies.
- The municipality shall maintain a schedule of debtors with large amounts outstanding (the cut-off amount will be agreed by Council) and will maintain intensive contact with these debtors.
- Council may consider the use of agents and innovative debt collection methods and products. Cost effectiveness, the willingness of agents to work under appropriate codes of conduct and the success of such agents will be closely monitored by Council.
- Such contact is not a right that debtors enjoy – disconnection of services and other collection proceedings will continue in the absence of such contact for whatever reason.

10.4 ***Legal Process/Use of attorneys/Use of credit bureaus***

- Council will, when a debtor is 60 days in arrears, commence legal process against that debtor, which process could involve final demands, summonses, court trials, judgements, garnishee orders and/or sales in execution of property.
- Council will exercise strict control over this process, to ensure accuracy and legality within it, and will require regular reports on progress from outside parties, be they attorneys or any other collection agents appointed by council.
- Council will establish procedures and codes of conduct with these outside parties be they attorneys, the courts, etc.
- Garnishee orders, in the case of employed debtors, are preferred to sales in execution, but both are part of Council's system of debt collection procedures.
- All steps in the credit control procedure will be recorded for Council's records and for the information of the debtor.
- All costs of this process are for the account of the debtor.
- Individual debtor accounts are protected and are not the subject of public information. However Council may release debtor information to credit bureaus. This release will be in writing and included in Council's agreement with its customers.
- Customers will be informed of the powers and duties of such agents and their responsibilities including the observation of agreed codes of conduct.
- Any agreement concluded with an agent or product vendor shall include a clause whereby breaches of the code of conduct by the agent or vendor will see the contract terminated.

10.5 ***Theft and Fraud***

- Any person (natural or juristic) found to be illegally connected or reconnected to municipal services, tampering with meters, reticulation network or any other supply equipment or committing any unauthorized service associated with the supply of municipal services, as well as theft and damage to Council property, will be prosecuted and/or liable for penalties as determined from time to time.

Section 97 (h) of the Local Government: Municipal Systems Act, 2000 provides that a credit control and debt collection policy must provide for matters relating to unauthorized consumption of services theft and damages.

- Council will immediately terminate the supply of services to a customer should such conduct as outlined above be detected.
- The total bill owing, including penalties, assessment of unauthorized consumption and discontinuation and reconnection fees, and increased deposits as determined by Council if applicable, becomes due and payable before any reconnection can be sanctioned.
- Council will maintain monitoring systems and teams to detect and survey customers who are undertaking such illegal actions.
- Council may distinguish in its penalties between cases of vandalism and cases of theft.
- Subsequent acts of tampering will lead to penalties and deposits increasing in quantum.
- Council reserves the right to lay charges and to take any other legal action against both vandals and thieves.
- Any person failing to provide information or providing false information to the municipality may face immediate disconnection.

10.6 ***Cost of collection***

- All costs of legal process, including interest, penalties, service discontinuation costs and legal costs associated with credit control are for the account of the debtor and should reflect at least the cost of the particular action.

10.7 ***Dishonoured payments***

- Receipts issued in respect of dishonoured cheques and ACB deductions must be written back upon receipt of such notices. Interest on arrears must be raised where applicable. Debtors must be notified and debt recovery actions be instructed where necessary.
- Should payments be dishonoured regularly, the debtors system must be encoded to not accept cheques or debit order transactions of such a debtor and he/she must be informed in writing.
- Consumer deposits must be adjusted to cover the increased risk of regularly dishonoured payments.

Rates and General Services

- If the drawer of the cheque, or the customer who received value from the depositing of the cheque, is an existing debtor of Council, the reversal and penalty fee may be debited to an account of the drawer or beneficiary and a letter of notification must be sent to the debtor. Such fee shall be deemed to be a tariff charge and shall be recovered from the debtor. Council reserves the right to refuse to accept further cheques from the drawer or beneficiary, to place the matter on the National Adverse credit listing and also institute legal action which may include criminal charges against the offender.

Miscellaneous Services

- If the drawer of the cheque is not an existing debtor of Council, then a sundry debtor account is opened and the debit and penalty is raised. Once the account is submitted and the debtor fails to honour the cheque and pay the penalty within 14 days of receipt, a final demand is generated and submitted. If there is still no response, then the matter shall be handed over for placement on the National Adverse Credit listing and/or institute legal action that may include criminal charges against the offender.
- If the drawer of the cheque or the customer who received value from the depositing of the cheque is an existing debtor of Council, the reversal and penalty fee may be debited to an account of the drawer or beneficiary and a letter of notification must be sent to the debtor. Such fee shall be deemed to be a tariff charge and shall be recovered from the debtor. Council reserves the right to refuse to accept further cheques from the drawer or beneficiary and also institute legal action which may include criminal charges against the offender.

10.8 ***Irrecoverable Debt***

Debt will be regarded as irrecoverable if:

- All reasonable notifications and cost effective legal avenues to recover a specific outstanding amount have been exhausted; or amount to be revised by the Executive Director: Finance annually.
- If the amount to be recovered is too small to warrant further endeavours to collect it; or
- The cost to recover the debt does not warrant further action; or
- The amount outstanding is the residue after payment of a dividend in the Rand from an insolvent estate; or
- A deceased estate has no liquid assets to cover the outstanding amount; or
- It has been proven that the debt has prescribed; or to be reported to Council.
- The debtor is untraceable or cannot be identified so as to proceed with further action.
- The outstanding amount is due to an administrative error by Council.

11 **AUTHORIZATION**

- As rates are deemed to be recoverable in all instances, all requests to write-off debt in respect of rates must be presented as individual items to Council.
- In respect of other debt, schedules indicating the debtor account number, the debtor's name, the physical address in respect of which the debt was raised, address erf number, if applicable, amount per account category as well as a reason to write off the amount must be compiled.
- These schedules with an item requesting authorization to write off the indicated debt must be presented to :
  (i) The Executive Director: Finance for debts of R2 000 and less per debtor;
  (ii) The Finance Committee for debts R2 000 or more per debtor; and
  (iii) The Executive Director: Finance must submit a report to council before the end of the financial year to inform them of the amount written off during that financial year.
- Notwithstanding the above Council or its authorized officials will be under no obligation to write off any particular debt and will always have the sole discretion to do so.

12 **DISCRETION - NEGOTIABLE AMOUNTS**

- Discretion in terms of negotiable amounts as per this policy is delegated to the Executive Director of Finance with the right to sub-delegate.
- Officials with delegated powers may use discretion as a final tool by which decisions can be made in accordance with this policy.
- At all times and at all levels, discretion will only be used so as to apply the principles embodied within the policy and to ensure that some form of payment acceptable to Council is forthcoming from negotiations with the debtor.
- At all times the most financially beneficial arrangement to Council must be entered into whilst still retaining the principles of this policy.

13 **ABANDONMENT**

- The Municipal Manager, must ensure that all avenues are utilized to collect the town's debt.
- There are some circumstances that allow for the valid termination of debt collection procedures:
  (i) The insolvency of the debtor, whose estate has insufficient funds.
  (ii) A balance being too small to recover, for economic reasons considering the cost of recovery.
- The municipality will maintain audit trials in such an instance, and document the reasons for the abandonment of the debt.

14 RATES CLEARANCE

- On the sale of any property in the municipal jurisdiction, Council will withhold the transfer until all rates and service charges are paid by withholding a rates clearance certificate.

15 PERFORMANCE EVALUATION

15.1 *Income Collection Targets*

Council to create targets that include:

(i) Reduction in present monthly increase in debtors in line with performance agreements determined by council.

16 CUSTOMER SERVICE TARGETS

Council to create targets that would include:

(i) Response time to customer queries.
(ii) Date of first account delivery to new customers.
(iii) Reconnection time lapse.
(iv) Meter reading cycle.

17 ADMINISTRATIVE PERFORMANCE

Council to create targets that will include:

(i) Cost efficiency of debt collection.
(ii) Query rates.
(iii) Enforcement mechanism ratios.

Council will create a mechanism wherein these targets are assessed; Council's performance is evaluated and remedial steps taken.

18 REPORTING TO COUNCIL

- The Executive Director: Finance shall report monthly to the Municipal Manager in a suitable format to enable the municipal Manager to report to Council. This report shall report on:
  - (i) Cash flow information for the capital and operating accounts, and combined situation, showing Council's actual performance against its cash flow budgets.
  - (ii) Cash collection statistics, showing high-level debt recovery information (numbers of customers; enquires; default arrangements; growth or reduction of
    arrear debtors; ideally divided into wards, business (commerce and industry) domestic, state, institutional and other such divisions.
  - (iii) Performance of all areas against targets agreed to in item 6 of this policy document.
  - (iv) Council's ongoing income and expenditure statements, comparing both billed income and cash receipt income, against ongoing expenditure in both the capital and operating accounts.
- If in the opinion of the Executive Director: Finance, Council will not achieve cash receipt income equivalent of the income projected in the annual budget as approved by Council, the Executive Director: Finance will report this with motivation to the Municipal Manager who will, if he agrees with the Executive Director: Finance, immediately move for a revision of the budget according to realistically realize-able income levels.

19 STRUCTURES OF THE FINANCE DEPARTMENT

- Council shall regularly receive a report from the Executive Director: Finance, if necessary after consultation with suitable consultants, on the manpower and systems requirements of treasury which requirements take into account Council's agreed targets of customer care and management, and debt collection, and, after considering this report, Council will within reason vote such resources as are necessary to ensure that treasury has the staffing and structures to meet Council's targets in this regard or to outsource the service.

20 CREDIT CONTROL

- In order to enhance the affectivity of credit checks it should be considered to subscribe to the services of a credit bureau.
- Should the applicant not be the owner of the property, the contract must be signed by the applicant and the owner or his/her proxy. The owner must also accept joint responsibility for the un-recovered debt of his/her tenant.
- The applicant shall be interviewed by an official who may carry out a full credit check and endeavour to trace all municipal debt owed by the applicant. This will require the provision of, inter alia and if applicable, an Identity document, binding lease agreement, title deed and other supporting documents as required by Council from time to time.
- The relevant application form as approved by Council from time to time forms an integral part of this Policy insofar as the contents of such application form is not in conflict with any of the provisions of this policy.
- Application for services for businesses including but not limited to, trusts, companies, close corporations, partnerships and sole proprietors should be approved subject to the provisions. The application must include the submission of a resolution delegating authority to the applicant and furnishing, if applicable, the business entity's registration number or IT number. The name, addresses and all relevant contact particulars of all the businesses directors or members or trustees or proprietors or partners must be submitted with the resolution. The relevant application form as approved by Council from time to time forms an integral part of this Policy insofar as the contents of such application form is not in conflict with any of the provisions of this policy.
- The payment of a service deposit based on minimum tariffs as determined by the Council or the applicant's payment and consumption record, if available, whichever the greatest.
- Adjustments to deposits will be determined by the debtor's payment record of municipal accounts and consumption levels.
- The provision of all services not regulated by acts and by-laws will be subject to the signing and acceptance of the conditions of supply contained in a service contract.

21 INDIGENT POLICY

Section 97(c) of the Local Government: Municipal Systems Act, 2000 provides that a municipality must make provision for indigent debtors that is consistent with it's rates and tariff policies and any national policy on indigent.

The indigent policy will apply to all Municipal services including assessment rates.

Criteria

A debtor is considered indigent if the joint income of all occupants over 18 years residing at the specific address does not exceed R800 or an amount as determined by Council from time to time.

Funding of subsidy

The source of funding of the indigence subsidy is that portion of the equitable share contribution to the municipality made from the national government's fiscus and as provided for in the budget. In exceptional circumstances this can be supplemented from other

revenues. The subsidy amount is to be crudely calculated by dividing the portion of the equitable share as budgeted by the estimated number of qualifying households. This figure is the approximate average subsidy per household.

Arrears

The indigent debtor who is in arrears will be required to pay a nominal amount to understand that the arrears debt has not been written off. Until an arrangement is made to pay arrears debt, interest may be charged on all overdue accounts at standard rate.

Financial Restraints

Indigent households will be subsidized in accordance with this policy subject to the Council funding available from time to time.

Registration

- A debtor should make application for indigent benefits at the nearest Municipal officer on a prescribed application form.
- The completed application form must be referred to a Committee consisting of 2 councillors, 2 members of the community and an official that will make recommendations to Council.
- Indigent debtors must re-apply every 6 months in order for Council to determine whether or not their financial circumstances have changed. Failure to comply will result in their indigent status being revoked and standardized tariffs and/or charges being reinstated.
- An indigent customer must immediately request de-registration by the municipality or its authorized agent is his/her circumstances have changed to the extent that he/she no longer meet the qualifications set out for indigency.

Proof of Income

- Applications for indigency must produce written proof of household income for each member of the household indicating unemployment or low income or reduction in income and/or medical certificates confirming inability to work acceptable to Council.
- All documentation must be supported by a sworn affidavit. This documentation should be current i.e. not more than one month old and should be submitted with the application form.

Investigation

- The Council reserves the right to verify above details.
- Council staff or its accredited agents may undertake house visits to confirm the indigent's claim and living conditions.
- Where an indigent debtor is found to be living at a standard inconsistent with his indigent application or fails to allow access or provide any further information as may be required, the indigent benefits may be cancelled at Council's sole discretion retrospective to the date of approval.

Households will be excluded from the scheme if:

(i) The household head owns a second property;
(ii) The application was filled in dishonesty; and
(iii) Audits suggest improvement in the financial circumstances of the household.

Property Rates

- The monthly indigent subsidy for rates will not be based on the valuation of the property and/or improvements, but will be a monthly amount of 5% of the annual assessment determined by Council from time to time (subject to the availability of funds).

- The subsidy amount will differ where sewerage and refuse charges are included in the rates account or charged for separately.
- If the normal monthly rates charged are in excess of the relevant rates subsidies referred to in abovementioned, the excess must be paid in terms of Council's standard procedure.
- If the monthly rates account is less than the value of the relevant rates subsidies referred to the indigent rates subsidy will be limited to the value of the monthly rates installment.

Water

- Households with water supplied by Boland District Municipality receives 6kl free each month. However, an indigent household may receive a further 4kl of water free each month as part of the indigent assistance provided by Council subject to funding.
- Any indigent household which uses more than 20kl per month for any two months may after due written Notice lose their indigent status and return to standard tariffs and Council procedures.
- If the debtor uses more than the total free allocation of water and does not pay for the additional water by the due date, the water supply may be disconnected or limited. The water supply will remain disconnected or limited until such time as his current account is paid or an arrangement made.
- If the water supply was disconnected prior to the debtor applying for indigency, the debtor will be required to pay the appropriate fee levied by Council to have the water reconnected.

Sewerage

- The indigent debtor will be granted a monthly amount of 5% of the applicable tariff for sewerage usage and/or availability as determined by Council from time to time (subject to the availability of funds).
- The indigent debtor will be responsible for payment of the difference between the amount granted and the standard tariff determined by Council.
- If the monthly sewerage charge is less than the value of the indigent subsidy the subsidy will be limited to the value of the monthly sewerage charge.

Refuse Removal

- The indigent debtor will be granted a monthly amount of 50% of the applicable tariff for refuse removal as determined by Council from time to time (subject to the availability of funds).
- The indigent debtor will be responsible for payment of the difference between the amount granted and the standard tariff determined by Council for the method of refuse removal in that area.
- If the monthly refuse removal charge is less than the value of the indigent subsidy, the subsidy will be limited to the value of the refuse removal charge.

General

- If a consumer's consumption or use of a municipal service is less than the subsidized service the unused portion may not be accrued by the customer and will not entitle the customer to cash or a rebate in respect of the unused portion.
- If a customer's consumption or use of a municipal service is in excess of the subsided service, the customer will be obliged to pay for such excess consumption at the applicable rate.

22 RATES

Annual Rates (and other annual levies)

- Annual rates are payable on 30 September.
- Interest will be charged on all overdue accounts at standard rate.

- If the account is not paid by the due date as displayed on the account, a Notice shall be issued showing the total amount owed to Council.
- If the account is not settled or there is no response from the debtor to make acceptable arrangements to repay the debt, summons shall be issued and the legal process followed.
- In instances where the rates debt is in respect of Municipal property sold by suspensive sale agreement, the collection thereof will be done in terms of the Deed of Sale or any subsequent applicable written agreement between Council and the debtor.
- At any stage while the debt is outstanding all reasonable steps shall be taken to ensure that the ultimate sanction of a sale-in-execution is avoided or taken as a last resort. The Council however, has total commitment to a sale-in-execution should the debtor fail to make use of the alternatives provided for by the Council from time to time.
- Any debtor may be granted the opportunity of converting to paying rates monthly for the following financial year.

Monthly Rates

- Interest will be charged on all overdue accounts at standard rate.
- Debtors can make application to the Council to pay current and future rates monthly, the approval of which is at the sole discretion of Executive Director of Finance with the right to sub-delegate.
- The monthly amount payable for current annual rates will be calculated to allow the total balance of such amount to be paid in equal installments by the end of that financial year.
- Should the debtors' rates arrears equal the amount of any three monthly installments or more the full balance of the annual rates will become due and payable and the account status should be converted from monthly to annual.

Parked Arrears

- Interest will not be raised on "Parked Arrears".
- Parked arrears must be included in arrangements.
- Notwithstanding anything to the contrary contained in this policy, parked arrears must be collected in full before transfer of the property.

Services

- Accounts must be paid by the due date as shown on the account.
- Interest will be charged on all overdue accounts at an interest rate that shall be determined by Council from time to time.
- The debtor must be warned on the monthly account in the two/three official languages of the Western Cape, of possible disconnection if payment is not received by the due date.
- If payment is not received by the due date as shown on the Notice the supply will be disconnected.

23 REGIONAL SERVICES LEVY

Definitions

In this Paragraph …… :

"**The Act**" means the Regional Services Council Act No. 109 of 1985 including any regulation made under the Act and any notice published under the Act by the Minister of Finance in the gazette;

"**Due date**" means the 20th day of the calendar month after the month during which:

(a) in the case of a regional services levy

(i) any remuneration is paid or becomes payable by any employer to an employee;
(ii) any drawings take place in relation to any person carrying on an enterprise as contemplated in paragraph (b) of the definition of "regional services levy" in Section 1 of the Act; or

(b) in the case of a regional establishment levy, any amount that is levied is determined in accordance with the Act in relation to any enterprise.

"**Levy payer**" means any person who is liable for the payment of a regional services levy or regional establishment levy.

"**SARS**" means the South African Revenue Services.

Collection of Levies and Credit Control

- The Council shall collect from every levy payer a regional services levy and/or a regional establishment levy, as the case may be, in accordance with The Act.

- Interest on overdue accounts will be charged at a rate as determined from time-to–time in terms of Section 80(1)(*b*) of the Public Finance Management Act No. 1 of 1999**,** as amended. (http://www.treasury.gov.za/showpfma.htm)

Payments will be allocated per assessment period in the following sequence:

- Legal costs incurred
- Interest levied
- Establishment levies
- Services levies

The head of the department responsible for collection of levies due to Council shall take the following steps to collect amounts still outstanding after the due date on behalf of the Council:

- If the levy payer fails to comply, Council shall raise within 30 (thirty) days, and assessment in regards to the regional services levy and/or a regional establishment levy at it's own discretion and claim said amount from the levy payer in accordance with The Act.
- Should an assessment period remain outstanding 30 (thirty) days after due date of the assessment, any of the following appropriate action, depending on the case in question, will be taken against the defaulting levy payer :

  (i) A first and final notice of intention to proceed (within 30 days) with an action for the recovery of debt in the Court of Civil Justice; and
  (ii) Council may make use of a third party for the collection of the arrears debt.

REFERENCES:

1 LOCAL GOVERNMENT: MUNICIPAL SYSTEMS ACT, 2000 (ACT 32 OF 2000)

2 THE CONSTITUTIONAL ACT OF THE REPUBLIC OF SOUTH AFRICA, 1996 (ACT 108 OF 1996)

3 DEBT MANAGEMENT POLICY – CITY OF CAPE TOWN

4 CREDIT CONTROL – WEST COAST DISTRICT COUNCIL

5 CUSTOMER CARE MANAGEMENT AND DEBT COLLECTION POLICY – BREEDE VALLEY MUNICIPALITY

(*b*) differentiate between different kinds of municipalities according to their respective capacities.

(4) The Minister, by notice in the *Gazette*, may phase in the application of the provisions of this Chapter which place a financial or administrative burden on municipalities.

(5) A notice in terms of subsection (4) may —

(*a*) determine different dates on which different provisions of this Chapter becomes applicable to municipalities;

(*b*) apply to all municipalities generally;

(*c*) differentiate between different kinds of municipalities which may, for the purpose of the phasing in of the relevant provisions, be defined in the notice in relation to categories or types of municipalities or in any other way; or

(*d*) apply to a specific kind of municipality only, as defined in the notice.

CHAPTER 9
CREDIT CONTROL AND DEBT COLLECTION

95. Customer care and management.—In relation to the levying of rates and other taxes by a municipality and the charging of fees for municipal services, a municipality must, within its financial and administrative capacity—

(*a*) establish a sound customer management system that aims to create a positive and reciprocal relationship between persons liable for these payments and the municipality, and where applicable, a service provider;

(*b*) establish mechanisms for users of services and ratepayers to give feedback to the municipality or other service provider regarding the quality of the services and the performance of the service provider;

(*c*) take reasonable steps to ensure that users of services are informed of the costs involved in service provision, the reasons for the payment of service fees, and the manner in which monies raised from the service are utilised;

(*d*) where the consumption of services has to be measured, take reasonable steps to ensure that the consumption by individual users of services is measured through accurate and verifiable metering systems;

(*e*) ensure that persons liable for payments, receive regular and accurate accounts that indicate the basis for calculating the amounts due;

(*f*) provide accessible mechanisms for those persons to query or verify accounts and metered consumption, and appeal procedures which allow such persons to receive prompt redress for inaccurate accounts;

(*g*) provide accessible mechanisms for dealing with complaints from such persons, together with prompt replies and corrective action by the municipality;

(*h*) provide mechanisms to monitor the response time and efficiency in complying with paragraph (*g*); and

(*i*) provide accessible pay points and other mechanisms for settling accounts or for making pre-payments for services.

96. Debt collection responsibility of municipalities.—A municipality—

(*a*) must collect all money that is due and payable to it, subject to this Act and any other applicable legislation; and

(*b*) for this purpose, must adopt, maintain and implement a credit control and debt collection policy which is consistent with its rates and tariff policies and complies with the provisions of this Act.

97. Contents of policy.—(1) A credit control and debt collection policy must provide for—

(*a*) credit control procedures and mechanisms;

(*b*) debt collection procedures and mechanisms;

(*c*) provision for indigent debtors that is consistent with its rates and tariff policies and any national policy on indigents;

(*d*) realistic targets consistent with—

(i) general recognised accounting practices and collection ratios, and

(ii) the estimates of income set in the budge it less an acceptable provision for bad debts;

(*e*) interest on arrears, where appropriate;

(*f*) extensions of time for payment of accounts;

(*g*) termination of services or the restriction of the provision of services when payments are in arrears;

(*h*) matters relating to unauthorised consumption of services, theft and damages; and

(*i*) any other matters that may be prescribed by regulation in terms of section 104.

(2) A credit control and debt collection policy may differentiate between different categories of ratepayers, users of services, debtors, taxes, services, service standards and other matters as long as the differentiation does not amount to unfair discrimination.

98. By-laws to give effect to policy.—(1) A municipal council must adopt by-laws to give effect to the municipality's credit control and debt collection policy, its implementation and enforcement.

(2) By-laws in terms of subsection (1) may differentiate between different categories of ratepayers, users of services, debtors, taxes, services, service standards and other matters as long as the differentiation does not amount to unfair discrimination.

99. Supervisory authority.—A municipality's executive committee or executive mayor or, if a municipality does not have an executive committee or executive mayor, the municipal council itself or a committee appointed by it, as the supervisory authority must—

(*a*) oversee and monitor—

(i) the implementation and enforcement of the municipality's credit control and debt

collection policy and any by-laws enacted in terms of section 98; and

(ii) the performance of the municipal manager in implementing the policy and any by-laws;

(*b*) when necessary, evaluate or review the policy and any by-laws, or the implementation of the policy and any such by-laws, in order to improve efficiency of its credit control and debt collection mechanisms, processes and procedures; and

(*c*) at such intervals as may be determined by the council report to a meeting of the council, except when the council itself performs the duties mentioned in paragraphs (*a*) and (*b*).

100. Implementing authority.—The municipal manager or service provider must—

(*a*) implement and enforce the municipality's credit control and debt collection policy and any by-laws enacted in terms of section 98;

(*b*) in accordance with the credit control and debt collection policy and any such by-laws, establish effective administrative mechanisms, processes and procedures to collect money that is due and payable to the municipality; and

(*c*) at such intervals as may be determined by the council report the prescribed particulars to a meeting of the supervisory authority referred to in section 99.

101. Municipality's right of access to premises.—The occupier of premises in a municipality must give an authorised representative of the municipality or of a service provider access at all reasonable hours to the premises in order to read, inspect, install or repair any meter or service connection for reticulation, or to disconnect, stop or restrict the provision of any service.

102. Accounts.—(1) A municipality may—

(*a*) consolidate any separate accounts of persons liable for payments to the municipality;

(*b*) credit a payment by such a person against any account of that person; and

(*c*) implement any of the debt collection and credit control measures provided for in this Chapter in relation to any arrears on any of the accounts of such a person.

(2) Subsection (1) does not apply where there is a dispute between the municipality and a person referred to in that subsection concerning any specific amount claimed by the municipality from that person.

103. Agreements with employers.—A municipality may—

(*a*) with the consent of a person liable to the municipality for the payment of rates or other taxes, or fees for municipal services, enter into an agreement with that person's employer to deduct from the salary or wages of that person—

(i) any outstanding amounts due by that person to the municipality; or

(ii) regular monthly amounts as may be agreed; and

(*b*) provide special incentives for—

(i) employers to enter into such agreements; and

(ii) employees to consent to such agreements.

104. Regulations and guidelines.—(1) The Minister may for the purposes of this Chapter make regulations or issue guidelines in accordance with section 120 to provide for or regulate the following matters:

(*a*) the particulars that must be contained in the municipal manager's report in terms of section 100 (*c*);

(*b*) the identification of municipal services provided by the municipality or other service providers to users of services where the use of the service by the user can reasonably be determined, measured or estimated per quantity used or per frequency of such use;

(*c*) the determination, measurement or estimate of the use by each user of each service so identified;

(*d*) user agreements, and deposits and bank guarantees for the provision of municipal services;

(*e*) the rendering of accounts to ratepayers and users and the particulars to be contained in the accounts;

(*f*) the action that may be taken by municipalities and service providers to secure payment of accounts that are in arrear, including—

(i) the termination of municipal services or the restriction of the provision of services;

(ii) the seizure of property;

(iii) the attachment of rent payable on a property; and

(iv) the extension of liability to a director, a trustee or a member if the debtor is a company, a trust or a close corporation;

(*g*) appeals against the accuracy of accounts for municipal taxes or services;

(*h*) the manner in and time within which such appeals must be lodged and determined and the consequences of successful and unsuccessful appeals;

(*i*) extensions for the payment of arrears and interest payable in respect of such arrears;

(*j*) service connections and disconnections, and the resumption of discontinued services;

(*k*) the combating of unauthorised consumption, connection and reconnection and theft of municipal services;

(*l*) the development and implementation of an indigent policy;

(*m*) the tampering with or theft of meters, service supply equipment and reticulation network and any other fraudulent activity in connection with the provision of municipal services; and

(*n*) any other matter that may facilitate—

(i) effective and efficient systems of credit control and debt collection by municipalities; or

(ii) the application of this Chapter.

(2) When making regulations or issuing guidelines in terms of section 120 to provide for or to regulate the matters mentioned in subsection (1) of this section, the Minister must—

(*a*) take into account the capacity of municipalities to comply with those matters; and

(*b*) differentiate between different kinds of municipalities according to their respective capacities.

~~CHAPTER 10~~
~~PROVINCIAL AND NATIONAL MONITORING AND STANDARD SETTING~~

~~*Part 1: Provincial monitoring*~~

~~**105. Provincial monitoring of municipalities.**—(1) The MEC for local government in a province must establish mechanisms processes and procedures in terms of section 155 (6) of the Constitution to—~~

~~(*a*) monitor municipalities in the province in managing their own affairs, exercising their powers and performing their functions;~~

~~(*b*) monitor the development of local government capacity in the province; and~~

~~(*c*) assess the support needed by municipalities to strengthen their capacity to manage their own affairs, exercise their powers and perform their functions.~~

~~(2) The MEC for local government in a province may by notice in the *Provincial Gazette* require municipalities of any category or type specified in the notice or of any other kind described in the notice, to submit to a specified provincial organ of state such information as may be required in the notice, either at regular intervals or within a period as may be specified.~~

~~(3) When exercising their powers in terms of subsection (1) MECs for local government—~~

~~(*a*) must rely as far as is possible on annual reports in terms of section 46 and information submitted by municipalities in terms of subsection (2); and~~

~~(*b*) may make reasonable requests to municipalities for additional information after taking into account—~~

~~(i) the administrative burden on municipalities to furnish the information;~~

~~(ii) the cost involved; and~~

~~(iii) existing performance monitoring mechanisms, systems and processes in the municipality.~~

~~**106. Non-performance and maladministration.**—(1) If an MEC has reason to believe that a municipality in the province cannot or does not fulfil a statutory obligation binding on that municipality or that maladministration, fraud, corruption or any other serious malpractice has occurred or is occurring in a municipality in the province, the MEC must—~~

~~(*a*) by written notice to the municipality, request the municipal council or municipal manager to provide the MEC with information required in the notice; or~~

~~(*b*) if the MEC considers it necessary, designate a person or persons to investigate the matter.~~

~~(2) In the absence of applicable provincial legislation, the provisions of sections 2, 3, 4, 5 and 6 of~~

CAPE WINELANDS

DISTRICT MUNICIPALITY

MUNICIPAL SUPPLY CHAIN MANAGEMENT POLICY

The **Council** resolves in terms of section 111 of the Local Government Municipal Finance Management Act (No. 56 of 2003), to adopt the following proposal as the Supply Chain Management Policy of the CAPE WINELANDS DISTRICT MUNICIPALITY**.**

Adopted: 23 January 2006 (C.14.3)
1st amendment: 22 August 2006 (C.9.4)
2nd amendment: 27 March 2008(C.14.5)

OBJECTIVE OF THE SUPPLY CHAIN MANAGEMENT POLICY

The objective of this policy is to provide a policy framework within which the municipal manager and chief financial officer can institute and maintain a supply chain management system which is transparent, efficient, equitable, competitive, which ensures best value for money for the municipality, applies the highest possible ethical standards, and promotes local economic development.

The aim of this policy is to transform the outdated procurement and provisioning practises into an integrated SCM function and to ensure that SCM forms an integral part of the financial management system of the Cape Winelands District Municipality. This policy further aims to promote consistency in respect of supply chain management policy and other related policy initiatives in Government as well as aligning with global trends and ensure that South Africa adheres to international best practices.

By adopting this policy the council further pledges itself and the municipal administration, to the full support of the Proudly SA campaign and to the observance of all applicable national legislation, including specifically the:

- Preferential Procurement Policy Framework Act No. 5 of 2000 and its regulations;
- Broad Based Black Economic Empowerment Act No. 53 of 2003 and any applicable code of practice promulgated in terms of that Act; and
- Municipal Finance Management Act No. 56 of 2003, including the regulations relating to the prescribed framework for supply chain management.
- The Construction Industry Development Board Act No. 38 of 2000 and its regulations.

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Definitions

1. In this Policy, unless the context otherwise indicates, a word or expression to which a meaning has been assigned in the Act has the same meaning as in the Act, and –

"competitive bidding process" means a competitive bidding process referred to in paragraph 12(1) of this Policy;

"competitive bid" means a bid in terms of a competitive bidding process;

"Council" means the elected Council of the Cape Winelands District Municipality;

"emergency" An emergency is considered an unforeseeable and sudden event with materially harmful or potentially materially harmful consequences for the municipality which requires urgent action to address.

"final award", in relation to bids or quotations submitted for a contract, means the final decision on which bid or quote to accept;

"formal written price quotation" means three quotations for procurement above R 10,000 and must be advertised. Refer to paragraph 12(1) and 18(b) of this Policy;

"in the service of the state" means to be –

(a) a member of –
  (i) any municipal council;
  (ii) any provincial legislature; or
  (iii) the National Assembly or the National Council of Provinces;
(b) a member of the board of directors of any municipal entity;
(c) an official of any municipality or municipal entity;
(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
(e) a member of the accounting authority of any national or provincial public entity; or
(f) an employee of Parliament or a provincial legislature;

"long term contract" means a contract with a duration period exceeding one year;

"list of accredited prospective providers" means the list of accredited prospective providers which the **Cape Winelands District Municipality** must keep in terms of paragraph 14 of this policy;

"**manager"** an official directly accountable to the chief financial officer or a senior manager (par.5(2)(c)(iii));

"other applicable legislation" means any other legislation applicable to municipal supply chain management, including –

(a) the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000);
(b) the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003); and
(c) the Construction Industry Development Board Act, 2000 (Act No.38 of 2000);

"senior manager" means a manager referred to in section 56 of the Municipal Systems Act and who is directly accountable to the municipal manager (Executive Director);

"Treasury guidelines" means any guidelines on supply chain management issued by the Minister in terms of section 168 of the Act;

"the Act" means the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003);

"the Regulations" means the Local Government: Municipal Finance Management Act, 2003, Municipal Supply Chain Management Regulations published by Government Notice 868 of 2005;

"written quotations" means three quotations for procurement of R 2,000 and above but not exceeding R 10,000 as referred to in paragraph 12(1) & 16(a) of this Policy.

CHAPTER 1

IMPLEMENTATION OF SUPPLY CHAIN MANAGEMENT POLICY

Supply chain management policy

2. (1) All officials and other role players in the supply chain management system of the Cape Winelands District Municipality must implement this Policy in a way that –

(a) gives effect to –

(i) section 217 of the Constitution; and

(ii) Part 1 of Chapter 11 and other applicable provisions of the Act;

(b) is fair, equitable, transparent, competitive and cost effective;

(c) complies with –

(i) the Regulations; and

(ii) any minimum norms and standards that may be prescribed in terms of section 168 of the Act;

(d) is consistent with other applicable legislation;

(e) does not undermine the objective for uniformity in supply chain management systems between organs of state in all spheres; and

(f) is consistent with national economic policy concerning the promotion of investments and doing business with the public sector.

(2) This Policy applies when the Cape Winelands District Municipality –

(a) procures goods or services;

(b) disposes goods no longer needed;

(c) selects contractors to provide assistance in the provision of municipal services otherwise than in circumstances where Chapter 8 of the Municipal Systems Act applies; or

(d) selects external mechanisms referred to in section 80 (1) (b) of the Municipal Systems Act for the provision of municipal services in circumstances contemplated in section 83 of that Act.

(3) This Policy, except where provided otherwise, does not apply in respect of the procurement of goods and services contemplated in section 110(2) of the Act, including –

(a) water from the Department of Water Affairs or a public entity, another municipality or a municipal entity; and

(b) electricity from Eskom or another public entity, another municipality or a municipal entity.

Amendment of the supply chain management policy

3. (1) The accounting officer must –

(a) at least annually review the implementation of this Policy; and

(b) when the accounting officer considers it necessary, submit proposals for the amendment of this Policy to the Cape Winelands District Municipality

(2) If the accounting officer submits proposed amendments to the Cape Winelands District Municipality that differs from the model policy issued by the National Treasury, the accounting officer must –

(a) ensure that such proposed amendments comply with the Regulations; and

(b) report any deviation from the model policy to the National Treasury and the relevant provincial treasury.

(3) When amending this supply chain management policy the need for uniformity in supply chain practices, procedures and forms between organs of state in all spheres, particularly to promote accessibility of supply chain management systems for small businesses must be taken into account.

Delegation of supply chain management powers and duties

4. (1) The Council hereby delegate such additional powers and duties to the accounting officer so as to enable the accounting officer –

(a) to discharge the supply chain management responsibilities conferred on accounting officers in terms of –

(i) Chapter 8 of the Act; and

(ii) this Policy;

(b) to maximise administrative and operational efficiency in the implementation of this Policy;

(c) to enforce reasonable cost-effective measures for the prevention of fraud, corruption, favouritism and unfair and irregular practices in the implementation of this Policy; and

(d) to comply with his or her responsibilities in terms of section 115 and other applicable provisions of the Act.

(2) The Council hereby specifically delegate to the following Officials the power to make a final award, **not exceeding** the amount of R200,000-00 (VAT included). Provided that at least three (3) of the Officials, but not more than one (1) per Department, jointly makes the award: –

(a) Chief Financial Officer;
(b) Executive Directors;
(c) Directors; and
(d) Deputy Directors.

(2nd amendment: 27 March 2008 C.14.5)

(3) The Council hereby specifically delegate the power to make a final award - **not exceeding** the following amounts (VAT included);

(a) R 80,000-00 to the Chief Financial Officer;
(b) R 80,000-00 to the Director: Finance;
(c) R 80,000-00 to the Assistant/Deputy Director: Expenditure/SCM;
(d) R 30,000-00 to the Supply Chain Manager;
(e) R 30,000-00 to the Assistant Supply Chain Manager;
(f) R 30,000-00 to the Chief Accountant: Expenditure;
(g) R 10,000-00 to the Storeman/Buyer; and
(h) R 2,000-00 to the Assistant Storeman/Buyer.

(2nd amendment: 27 March 2008 C.14.5)

(4) Sections 79 of the Act apply to the subdelegation of powers and duties delegated to an accounting officer in terms of subparagraph (1).

(5) The accounting officer may not subdelegate any supply chain management powers or duties to a person who is not an official of Cape Winelands District Municipality or to a committee which is not exclusively composed of officials of the Cape Winelands District Municipality;

(6) This paragraph may not be read as permitting an official to whom the power to make final awards has been delegated, to make a final award in a competitive bidding process otherwise than through the committee system provided for in paragraph 26 of this Policy.

Subdelegations

5. (1) The accounting officer may in terms of section 79 of the Act subdelegate any supply chain management powers and duties, including those delegated to the accounting officer in terms of this Policy, but any such subdelegation must be consistent with subparagraph (2) of this paragraph and paragraph 4 of this Policy.

(2) The power to make a final award –

(a) above R10 million (VAT included) may not be subdelegated by the accounting officer;
(b) above R2 million (VAT included), but not exceeding R10 million (VAT included), may be subdelegated but only to –
  (i) the chief financial officer;
  (ii) a senior manager; or
  (iii) a bid adjudication committee of which the chief financial officer or a senior manager is a member.
(c) not exceeding R2 million (VAT included) may be subdelegated but only to –
  (i) the chief financial officer;
  (ii) a senior manager;

(iii) a manager directly accountable to the chief financial officer or a senior manager; or
(iv) a bid adjudication committee.

(3) An official or bid adjudication committee to which the power to make final awards has been subdelegated in accordance with subparagraph (2) must within five days of the end of each month submit to the official referred to in subparagraph (4) a written report containing particulars of each final award made by such official or committee during that month, including–
(a) the amount of the award;
(b) the name of the person to whom the award was made; and
(c) the reason why the award was made to that person.

(4) A written report referred to in subparagraph (3) must be submitted –
(a) to the accounting officer, in the case of an award by –
(i) the chief financial officer;
(ii) a senior manager; or
(iii) a bid adjudication committee of which the chief financial officer or a senior manager is a member; or
(b) to the chief financial officer or the senior manager responsible for the relevant bid, in the case of an award by –
(i) a manager referred to in subparagraph (2)(c)(iii); or
(ii) a bid adjudication committee of which the chief financial officer or a senior manager is not a member.

(5) Subparagraphs (3) and (4) of this policy do not apply to procurements out of petty cash.

(6) This paragraph may not be interpreted as permitting an official to whom the power to make final awards has been subdelegated, to make a final award in a competitive bidding process otherwise than through the committee system provided for in paragraph 26 of this Policy.

(7) No supply chain management decision-making powers may be delegated to an advisor or consultant.

Oversight role of council

6. (1) The Cape Winelands District Municipality reserves its right to maintain oversight over the implementation of this Policy.

(2) For the purposes of such oversight the accounting officer must –

(a) (i) within 30 days of the end of each financial year, submit a report on the implementation of this Policy to the council of the municipality; and

(ii) whenever there are serious and material problems in the implementation of this Policy, immediately submit a report to the council.

(3) The accounting officer must, within 10 days of the end of each quarter, submit a report on the implementation of the supply chain management policy to the council**.**

(4) The reports must be made public in accordance with section 21A of the Municipal Systems Act.

Supply chain management unit

7. (1) A supply chain management unit is hereby established to implement this Policy.

(2) The supply chain management unit operates under the direct supervision of the chief financial officer or an official to whom this duty has been delegated in terms of section 82 of the Act.

(3) The procurement section is responsible for the co-ordination and oversight of the supply chain management function. It is headed by a Procurement Manager and comes under the management of the municipality's Chief Financial Officer.

Training of supply chain management officials

8. The training of officials involved in implementing this Policy should be in accordance with any Treasury guidelines on supply chain management training.

CHAPTER 2
SUPPLY CHAIN MANAGEMENT SYSTEM

Format of supply chain management system

9. This Policy provides systems for –

(i) demand management;
(ii) acquisition management;
(iii) logistics management;
(iv) disposal management;
(v) risk management; and
(vi) performance management.

Part 1: Demand management

System of demand management

10. An effective system of demand management will be achieved through the successful implementation of the strategic operational commitments of the municipality, as identified in the Integrated Development Plan (IDP). Council's Performance Management System (PMS) must give the necessary support to ensure that the resources required to support the strategic and operational commitments of the municipality are delivered at the correct time, at the right price and at the right location, and that the quantity and quality satisfy the needs of the municipality or municipal entity.

Part 2: Acquisition management

System of acquisition management

11. (1) This policy provides for an effective system of acquisition management to ensure that –

(a) goods and services are procured by the Cape Winelands District Municipality in accordance with authorised processes only;
(b) expenditure on goods and services is incurred in terms of an approved budget in terms of section 15 of the Act;
(c) the threshold values for the different procurement processes are complied with;

(d) bid documentation, evaluation and adjudication criteria, and general conditions of a contract, are in accordance with any applicable legislation; and

(e) any Treasury guidelines on acquisition management are properly taken into account.

(2) This Policy, except where provided otherwise in the Policy, does not apply in respect of the procurement of goods and services contemplated in section 110(2) of the Act, including –

(a) water from the Department of Water Affairs or a public entity, another municipality or a municipal entity; and

(b) electricity from Eskom or another public entity, another municipality or a municipal entity.

(3) When procuring goods or services though another organ of state as contemplated in section 110(2) of the Act, the municipality must make public the fact that such goods or services are procured otherwise than through the Cape Winelands District Municipality supply chain management system, including -

(a) the kind of goods or services; and

(b) the name of the supplier.

(4) All requests for the procurement of goods and services shall be submitted to the Procurement Manager within the Financial Services Department and must be:

(a) in writing, clearly specifying the nature and quantity/duration of the goods and services required. Preparation of specifications aimed at procuring goods or services of specific suppliers and brand names should be avoided.

(b) certified by a senior official or person with delegated authority in the Finance Department, that:-

(i) there is sufficient provision in the relevant budget for the procurement;

(ii) the correct vote was used.

(5) If the procurement is for a capital project, Section 19 of the MFMA regarding budgeting and costing of capital projects must also be complied with.

(6) Where the procurement will have budgetary implications for future years (depreciation; contracts longer that one year, etc.), Section 33 of the MFMA regarding contracts must be complied with.

Range of procurement processes

12. (1) Goods and services may only be procured by way of –

Value of purchase (VAT Inclusive)	**Cape Winelands District Municipality** **RANGE OF PROCUREMENT PROCESSES**	Delegated authority
0 – R 2,000	Petty Cash (Refer to Policy: ANNEXURE "A")	**Municipal Manager** **Chief Financial Officer**
0 – R 300	Petty Cash (Refer to Policy: ANNEXURE "A")	**As per CFO subdelegation**
R 0 – R 2,000	Direct purchases – no quotations needed (Order to be obtained & Invoice to be submitted)	**Assistant Storeman/Buyer**
R 2,001 up to R 10,000	Three written quotations	**Storeman/Buyer**
R 10,001 up to R 30,000	Three formal written price quotations	**Supply Chain Manager &** **Assistant Manager** **Chief Accountant: Expenditure**
R 30,001 up to R 80,000	Three formal written price quotations and; (i) complying with the PPPFA; ***(Specifically reg.16 - TAX Clearance for amounts above R30,000 - Treasury circular No:29 of 31 January 2006)*** **and**; (ii) suppliers to be used on a rotational basis; and (iii) advertised for **7** (seven) days on notice boards and website of council.	**Chief Financial Officer** **Director: Finance** **Deputy Director: Expenditure/SCM**
R 80,001 up to R 200,000		**Any three (3) but not more than one (1) per Department:** **CFO /Executive Directors / Directors / Dep. Directors**
R 200,001 up to R 10 million	A competitive bidding process:- (i) advertised for **14** (fourteen) days on notice boards and website of council; and (ii) advertised for **14** (fourteen) days in news-papers commonly circulating locally but not limited thereto.	**Bid Adjudication Committee**
Above R 10 million and Long term contracts.	A competitive bidding process:- (i) advertised for **30** (thirty) days on notice boards and website of council; and (ii) advertised for **30** (thirty) days in newspapers commonly circulating locally but not limited thereto.	**Accounting Officer and Bid Adjudication Committee for Long term contracts up to R 10 million**

(2nd amendment: 27 March 2008 C.14.5)

(2) The accounting officer may, in writing, lower but not increase, the different threshold values in subparagraph (1) as specified in regulation 12 (1).

(3) Goods or services may not deliberately be split into parts or items of a lesser value merely to avoid complying with the requirements of the policy. When determining transaction values, a requirement for goods or services consisting of different parts or items must as far as possible be treated and dealt with as a single transaction.

(4) Transferring of municipal funds to an organisation or body outside any sphere of government otherwise than in compliance with a commercial or other business transaction must comply with Sec.67 of the MFMA (Act No.56 of 2003) and be in accordance with Council's Community Support Policy. In terms of Sec.67(4) Council determined a prescribed limit of R30,000-00 (Approved as per point C.14.2 dated 29 September 2005).

General preconditions for consideration of written quotations or bids

13. A written quotation or bid may not be considered unless the provider who submitted the quotation or bid –

(a) has furnished that provider's –

(i) full name and address;

(ii) identification number or company- or other registration number; and

(iii) tax reference number and VAT registration number, if any;

(b) has authorised the Cape Winelands District Municipality to obtain a tax clearance from the South African Revenue Services that the provider's tax matters are in order; and

(c) has indicated –

(i) whether he or she is in the service of the state, or has been in the service of the state in the previous twelve months;

(ii) if the provider is not a natural person, whether any of its directors, managers, principal shareholders or stakeholder is in the service of the state, or has been in the service of the state in the previous twelve months; or

(iii) whether a spouse, child or parent of the provider or of a director, manager, shareholder or stakeholder referred to in subparagraph (ii) is in the service of the state, or has been in the service of the state in the previous twelve months.

Lists of accredited prospective providers

14. (1) The accounting officer must –

(a) keep a list of accredited prospective providers of goods and services that must be used for the procurement requirements through written quotations and formal written price quotations; and

(b) at least once a year through newspapers commonly circulating locally, but not limited thereto, the website and any other appropriate ways, invite prospective providers of goods or services to apply for evaluation and listing as accredited prospective providers;
(c) specify the listing criteria for accredited prospective providers; and
(d) disallow the listing of any prospective provider whose name appears on the National Treasury's database as a person prohibited from doing business with the public sector.

(2) The list must be updated at least quarterly to include any additional prospective providers and any new commodities or types of services. Prospective providers must be allowed to submit applications for listing at any time.

(3) The list should be used to promote participation of Black-owned Small, Medium and Micro Enterprises (SMMEs). The prescripts of the Preferential Procurement Policy Framework Act, Act No.5 of 2000 will be applied for procurement requirements above R30 000 (and with a lesser value where appropriate). **(1st amendment: 22 August 2006 C.9.4)**

(4) Once a list has been compiled per commodity and per type of service, price quotations will be invited from the suppliers in a manner that promotes ongoing competition, including on a rotation basis, up to R 30,000 to be prepared by the Procurement Manager and approved by the senior manager on an annual basis.

(5) The inclusion of any supplier in the database of suppliers does not exempt the supplier from the obligation to respond in the prescribed manner to notices of the municipality's supply chain management requirements.

(6) Suppliers who wish to be included in the list of accredited suppliers without waiting for the next invitation may approach the Procurement Section for inclusion, provided that they supply the necessary documentation and information for evaluation. Once these requirements have been satisfied, the Procurement Section will ensure that the prospective supplier is evaluated and will provide a response as to approval or not within 14 days. Prospective suppliers will not be eligible to provide quotations until they have been approved as an accredited supplier, except where the prospective supplier provides a type of commodity or service for which no supplier is available from the list of accredited suppliers.

(7) The list must be compiled per commodity and per type of service.

Petty cash purchases

15. Where there is a need to purchase any goods or services using a petty cash system, which involves an amount of less than or equal to R300 (thee hundred rand), the Procedures and Guidelines for Petty Cash Purchases as contained in **ANNEXURE "A"** must be adhered to.

Written quotations

16. The conditions for the procurement of goods or services through written quotations, are as follows:

(a) Quotations must be obtained from at least ***three*** different providers preferably from, but not limited to, providers whose names appear on the list of accredited prospective providers of the Cape Winelands District Municipality, provided that if quotations are obtained from providers who are not listed, such providers must meet the listing criteria set out in paragraph 14(1)(b) and (c) of this Policy;

(b) if it is not possible to obtain at least three quotations, the reasons must be recorded and reported quarterly to the accounting officer or another official designated by the accounting officer;

(c) the names of the potential providers requested to provide such quotations, with their quoted prices, must be recorded.

Formal written price quotations

17. (1) The conditions for the procurement of goods or services through formal written price quotations, are as follows:

(a) quotations must be obtained in writing from at least ***three*** different providers whose names appear on the list of accredited prospective providers of the Cape Winelands District Municipality. All quotations must be inclusive of carriage/freight costs.

(b) quotations may be obtained from providers who are not listed, provided that such providers meet the listing criteria set out in paragraph 14(1)(b) and (c) of this Policy;

(c) if it is not possible to obtain at least three quotations, the reasons must be recorded and approved by the chief financial officer or an official designated by the chief financial officer, and

(d) the accounting officer must record the names of the potential providers and their written quotations.

(2) A designated official referred to in subparagraph (1) (c) must within three days of the end of each month report to the chief financial officer on any approvals given during that month by that official in terms of that subparagraph.

Procedures for procuring goods or services through written quotations and formal written price quotations

18. (1) The procedure for the procurement of goods or services through written quotations or formal written price quotations, is as follows:

(a) when using the list of accredited prospective providers the accounting officer must promote ongoing competition amongst providers by inviting providers to submit quotations on a rotation basis;

(b) all requirements in excess of R30,000 (VAT included) that are to be procured by means of formal written price quotations must, in addition to the requirements of paragraph 17, be advertised for at least ***seven days*** on the website and an official notice board of the Cape Winelands District Municipality;

(c) offers received must be evaluated on a comparative basis taking into account unconditional discounts;

(d) the accounting officer or chief financial officer must on a monthly basis be notified in writing of all written quotations and formal written price quotations accepted by an official acting in terms of a subdelegation;

(e) offers below R30,000 (VAT included) must be awarded based on compliance to specifications and conditions of contract, ability and capability to deliver the goods and services and lowest price;

(f) acceptable offers, which are subject to the preference points system (PPPFA and associated regulations), must be awarded to the bidder who scored the highest points;

(g) the accounting officer must take all reasonable steps to ensure that the procurement of goods and services through written quotations or formal written price quotations is not abused.

(h) the supply chain management unit is responsible for proper record keeping and all

(2) Notwithstanding the above requirements for consideration, quotations not to specification may not be accepted.

(3) All quotations above the value of R 2,000 and up to R 30,000 shall be adjudicated by the relevant senior manager or his approved delegate,

(4) Only quotations complying with the specifications will be considered to be accepted, provided that there are sufficient funds within the appropriate budget.

(5) Where no quotation complies with the specification, as determined by the senior manager, the senior manager must recall for quotations.

(6) Where the relevant senior manager has a direct or indirect interest in the procurement requirements, another senior manager must adjudicate in the manner specified above. An interest is where the relevant senior manager has direct or indirect personal advantage in the specific procurement of goods or services.

Competitive bids

19. (1) Goods or services above a transaction value of R200,000 (VAT included) and long term contracts may only be procured through a competitive bidding process, subject to paragraph 11(2) of this Policy.

(2) The bid documentation will be prepared by the Procurement Manager in consultation with the relevant department and displayed on notice boards, placed on the council's website, and advertised in commonly circulated local newspapers, but not limited thereto, with a closing date of at least 14 days after the date that the advertisement first appears.

(3) No requirement for goods or services above an estimated transaction value of R200,000 (VAT included), may deliberately be split into parts or items of lesser value merely for the sake of procuring the goods or services otherwise than through a competitive bidding process.

Process for competitive bidding

20. The procedures for the stages of a competitive bidding process are as follows:

(a) Compilation of bidding documentation as detailed in paragraph 21;
(b) Public invitation of bids as detailed in paragraph 22;
(c) Site meetings or briefing sessions as detailed in paragraph 22;
(d) Handling of bids submitted in response to public invitation as detailed in paragraph 23;
(e) Evaluation of bids as detailed in paragraph 28;
(f) Award of contracts as detailed in paragraph 29;
(g) Administration of contracts
    (i) After approval of a bid, the accounting officer and the bidder must enter into a written agreement.
(h) Proper record keeping
    (i) Original / legal copies of written contract agreements should be kept in a secure place for reference purposes.

Bid documentation for competitive bids

21. The criteria to which bid documentation for a competitive bidding process must comply, must –

(a) take into account –

(i) the general conditions of contract (**ANNEXURE "B"**) and any special conditions of contract, if specified;

(ii) any Treasury guidelines on bid documentation; and

(iii) the requirements of the Construction Industry Development Board, in the case of a bid relating to construction, upgrading or refurbishment of buildings or infrastructure;

(b) include the preference points system to be used, goals as contemplated in the Preferential Procurement Regulations and evaluation and adjudication criteria, including any criteria required by other applicable legislation;

(c) include evaluation and adjudication criteria, including any criteria required by other applicable legislation;

(d) compel bidders to declare any conflict of interest they may have in the transaction for which the bid is submitted;

(e) if the value of the transaction is expected to exceed R10 million (VAT included), require bidders to furnish–

(i) if the bidder is required by law to prepare annual financial statements for auditing, their audited annual financial statements –

(aa) for the past three years; or

(bb) since their establishment if established during the past three years;

(ii) a certificate signed by the bidder certifying that the bidder has no undisputed commitments for municipal services towards a municipality or other service provider in respect of which payment is overdue for more than 30 days;

(iii) particulars of any contracts awarded to the bidder by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract;

(iv) a statement indicating whether any portion of the goods or services are expected to be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality is expected to be transferred out of the Republic; and

(f) stipulate that disputes must be settled by means of mutual consultation, mediation (with or without legal representation), or, when unsuccessful, in a South African court of law.

(g) a requirement to supply tax references, tax clearance certificates, VAT registration numbers and identification or registration numbers;

(h) details of any contracts above R200,000 carried out on behalf of the municipality within the last five years;

(i) A contract management processes and procedures including provision for the Accounting Officer to cancel the contract on the grounds of unsatisfactory performance;

(j) any other matters as required by the MFMA and the Supply Chain Management Regulations;

(k) performance guarantees and retention.

Public invitation for competitive bids

22. (1) The procedure for the invitation of competitive bids, is as follows:

(a) Any invitation to prospective providers to submit bids must be by means of a public advertisement in newspapers commonly circulating locally, but not limited thereto, the website of the Cape Winelands District Municipality or any other appropriate ways (which may include an advertisement in the Government Tender Bulletin); and

(b) the information contained in a public advertisement, must include –

(i) the closure date for the submission of bids, which may not be less than 30 days in the case of transactions over R10 million (VAT included), or which are of a long term nature, or 14 days in any other case, from the date on which the advertisement is placed in a newspaper, subject to subparagraph (2);

(ii) a statement that bids may only be submitted on the bid documentation provided by the Cape Winelands District Municipality ;and

(ii) date, time and venue of any proposed site meetings or briefing sessions.

(2) The accounting officer may determine a closure date for the submission of bids which is less than the 30 or 14 days requirement, but only if such shorter period can be justified on the grounds of urgency or emergency or any exceptional case where it is impractical or impossible to follow the official procurement process.

(3) Bids submitted must be sealed.

(4) For a bid to be considered it must comply with all the requirements of the bid documentation and be placed in the official tender box of the Cape Winelands District Municipality.

(5) The council may charge a non-refundable deposit for provision of bid documents. This is subject to annual review. Values of the deposits will be determined annually and included in the official lists of tariffs.

(6) The Chief Financial Officer or delegated official will ensure that tender boxes are sealed until the time of their official opening, and ensure that they are properly secured.

(7) At the advertised time, the tender box will be unlocked and opened by three officials – one from the Financial Services Department and one from Corporate Services and, where possible, an officer from the relevant Department for which the bid is being made. This will be done in public i.e. in the presence of the bidders or other interested parties. A Supply Chain Management official will open bid documents (usually in the council chamber or committee room) in the presence of an officer from Corporate Services, the relevant Department, and any other interested parties. The tender box can be opened without any members of public being present provided that the appropriate procedure for advertising the time and venue has been followed. Unmarked or incorrectly marked tenders will not be opened.

(8) The names and total bid amounts will be read out and recorded in the tender register, which will be available for public inspection on request. A copy of the record must be kept in the Procurement Manager's office and the original must be retained by Corporate Services in Council's official filing system. In instances of bulk tender amounts that are too time-consuming to read out, only those requested by bidders will be read, and a complete schedule provided as soon as is practical. Bid results will be published on the municipality's web site.

(9) Where bids are requested in electronic format, such bids must be supplemented by sealed hard copies.

Procedure for handling, opening and recording of bids

23. The procedures for the handling, opening and recording of bids, are as follows:

(a) Bids–

(i) must be opened only in public;

(ii) must be opened at the same time and as soon as possible after the period for the submission of bids has expired; and

(iii) received after the closing time should not be considered and returned unopened immediately.

(b) Any bidder or member of the public has the right to request that the names of the bidders who submitted bids in time must be read out and, if practical, also each bidder's total bidding price;

(c) No information, except the provisions in subparagraph (b), relating to the bid should be disclosed to bidders or other persons until the successful bidder is notified of the award; and

(d) The accounting officer must –

(i) record in a register all bids received in time;

(ii) make the register available for public inspection; and

(iii) publish the entries in the register and the bid results on the website.

Negotiations with preferred bidders

24. (1) The accounting officer may negotiate the final terms of a contract with bidders identified through a competitive bidding process as preferred bidders, provided that such negotiation –

(a) does not allow any preferred bidder a second or unfair opportunity;

(b) is not to the detriment of any other bidder; and

(c) does not lead to a higher price than the bid as submitted.

(2) Minutes of such negotiations must be kept for record purposes.

Two-stage bidding process

25. (1) A two-stage bidding process is allowed for –

(a) large complex projects;

(b) projects where it may be undesirable to prepare complete detailed technical specifications; or

(c) long term projects with a duration period exceeding three years.

(2) In the first stage technical proposals on conceptual design or performance specifications should be invited, subject to technical as well as commercial clarifications and adjustments.

(3) In the second stage final technical proposals and priced bids should be invited.

Committee system for competitive bids

26. (1) A committee system for competitive bids is hereby established, consisting of the following committees for each procurement or cluster of procurements as the accounting officer may determine:

(a) a bid specification committee;

(b) a bid evaluation committee; and

(c) a bid adjudication committee;

(2) The accounting officer appoints the members of each committee, taking into account section 117 of the Act; and

(3) A neutral or independent observer, appointed by the accounting officer, must attend or oversee a committee when this is appropriate for ensuring fairness and promoting transparency.

(4) The committee system must be consistent with –

(a) paragraph 27, 28 and 29 of this Policy; and

(b) any other applicable legislation.

(5) The accounting officer may apply the committee system to formal written price quotations.

Bid specification committees

27. (1) A bid specification committee must compile the specifications for each procurement of goods or services by the Cape Winelands District Municipality**.**

(2) Specifications –

(a) must be drafted in an unbiased manner to allow all potential suppliers to offer their goods or services;

(b) must take account of any accepted standards such as those issued by Standards South Africa, the International Standards Organisation, or an authority accredited or recognised by the South African National Accreditation System with which the equipment or material or workmanship should comply;

(c) must, where possible, be described in terms of performance required rather than in terms of descriptive characteristics for design;

(d) may not create trade barriers in contract requirements in the forms of specifications, plans, drawings, designs, testing and test methods, packaging, marking or labelling of conformity certification;

(e) may not make reference to any particular trade mark, name, patent, design, type, specific origin or producer unless there is no other sufficiently precise or intelligible way of describing the characteristics of the work, in which case such reference must be accompanied by the word “equivalent”;

(f) must indicate each specific goal for which points may be awarded in terms of the points system set out in the Preferential Procurement Regulations 2001; and

(g) must be approved by the accounting officer prior to publication of the invitation for bids in terms of paragraph 22 of this Policy.

(3) The bid specification committee must be composed of the following members:

Standing members

- Two members from within the relevant department;

Other members

- professionals with required technical expertise from the department for whom the goods or services are to be procured, as may be required for each committee meeting
- external specialists (consulting engineers, architects, etc.) as deemed necessary, provided that no person, advisor or corporate entity involved with the bid specification committee, or director of such a corporate entity, may bid for any resulting contracts.
- Statutory compliance officer of the Cape Winelands district municipality.

(4) The quorum for each meeting of the specification committee is two standing members.

(5) A member of the specification committee can also be a member of either the bid evaluation or bid adjudication committee, but not both committees, that considers any of the bids for the same goods or services

(6) No person, advisor or corporate entity involved with the bid specification committee, or director of such a corporate entity, may bid for any resulting contracts.

(7) The specifications must be approved by the Accounting Officer, or the official delegated by the Accounting Officer, prior to advertisement of the bid. In the absence of the Accounting Officer this may be delegated to the Acting Municipal Manager or the Chief Financial Officer.

Bid evaluation committees

28. (1) A bid evaluation committee must –

(a) evaluate bids in accordance with –

(i) the specifications for a specific procurement;

(ii) compliant with requirements of the Supply Chain Management Framework including the supplier being up to date with all fees and charges due to the district municipality;

(iii) in accordance with the best value for money to the municipality; and

(iv) the points system set out in terms of paragraph 27(2)(f).

(b) evaluate each bidder's ability to execute the contract and consider the prescripts of the Broad-Based Black Economic Empowerment Act.;

(c) check in respect of the recommended bidder whether municipal rates and taxes and municipal service charges are not in arrears, and;

(d) submit to the adjudication committee a report and recommendations regarding the award of the bid or any other related matter.

(2) The bid evaluation committee must as far as possible be composed of –
Standing members;

- two officials from the relevant department requiring the goods or services;
- At least one supply chain management practitioner.

Other members;

- One technical expert, consultant or advisor, provided that these experts can only actively contribute to discussions, and not vote on the items evaluated.
- Statutory compliance officer of the Cape Winelands District Municipality.

(3) The chairmanship of the bid evaluation committee is to be rotated as agreed by the standing members.

(4) The quorum for each meeting of the bid evaluation committee is two standing members, provided that one is the supply chain management practitioner.

(5) Members cannot serve on any adjudication committee(s) that adjudicates on any of the same items that they have considered on the evaluation committee(s).

(6) Notwithstanding the above requirements for consideration, bids not to specification may not be accepted and the evaluation committee must recall for tenders.

(7) All bid documents must be submitted before closure of tender.

Bid adjudication committees

29. (1) A bid adjudication committee must –

(a) consider the report and recommendations of the bid evaluation committee; and

(b) either –

(i) depending on its delegations, make a final award or a recommendation to the accounting officer to make the final award; or

(ii) make another recommendation to the accounting officer how to proceed with the relevant procurement.

(2) The committee shall be composed of the following members:

Standing members;

- the chief financial officer or, if the chief financial officer is not available, another official in the budget and treasury office reporting directly to the chief financial officer and designated by the chief financial officer;
- At least one senior supply chain management practitioner who is an official of the municipality;
- Deputy Municipal manager;
- Executive Director Engineering and Infrastructural Services;
- Executive Director Community and Developmental Services;
- Executive Director Public Safety and Planning Services;

Other members

- any technical experts in the relevant field, when deemed necessary by the chairperson provided that these experts can only actively contribute to discussions, and not vote on the items being adjudicated.
- Statutory compliance officer of the Cape Winelands District Municipality.

The quorum for each meeting of the bid adjudication committee is:

- 4 standing members

(3) Members of the adjudication committee(s) cannot be members on the evaluation committee(s) that consider any of the same items to be adjudicated on. This includes any members who are appointed by nomination or delegation.

(4) Members of the Bid Evaluation Committee may present their reports to the Bid Adjudication Committee and clarify any uncertainties. However, such members will not have any voting power on the Bid Adjudication Committee.

(5) The accounting officer must appoint the chairperson of the committee. If the chairperson is absent from a meeting, the members of the committee who are present must elect one of them to preside at the meeting.

(6) Neither a member of a bid evaluation committee, nor an advisor or person assisting the evaluation committee, may be a member of a bid adjudication committee.

(7) (a) If the bid adjudication committee decides to award a bid other than the one recommended by the bid evaluation committee, the bid adjudication committee must prior to awarding the bid-

(i) check in respect of the preferred bidder whether that bidder's municipal rates and taxes and municipal service charges are not in arrears, and;

(ii) notify the accounting officer.

(b) The accounting officer may –

(i) after due consideration of the reasons for the deviation, ratify or reject the decision of the bid adjudication committee referred to in paragraph (a); and

(ii) if the decision of the bid adjudication committee is rejected, refer the decision of the adjudication committee back to that committee for reconsideration.

(8) The accounting officer may at any stage of a bidding process, refer any recommendation made by the evaluation committee or the adjudication committee back to that committee for reconsideration of the recommendation.

(9) The accounting officer must comply with section 114 of the Act within 10 working days.

(10) For all quotations and tenders with an estimated value between R 30,000 and R1,000,000 preference points will be allocated as follows:

	POINTS	**(ANNEXURE "C")**
Value for money substantially to specification (price)	80	
Other Preference points	20	
Total	100	

(11) Other preference points will be as per the Balanced Scorecard provided in the Procurement Regulations of the Preferential Procurement Policy Framework Act, 2000. This scorecard is provided in the Annexures to this policy. If all bids exceed R1,000,000 the bid invitation is to be cancelled and re-invited with the correct preference points.

(12) Prior to the award of a bid, the Municipality may cancel the bid due to changed circumstances, or if there are insufficient funds to proceed, or if no acceptable bid is received.

(13) For all tenders with an estimated value above R1,000,000 preference points will be allocated as follows:

	POINTS	**(ANNEXURE "C")**
Value for money substantially to specification (price)	90	
Other Preference points	10	
Total	100	

(14) Other preference points will be as per the Balanced Scorecard provided in the Procurement Regulations of the Preferential Procurement Policy Framework Act, 2000. This scorecard is provided in the Annexure to this policy. If all bids are less than R1,000,000 the bid invitation is to be cancelled and re-invited with the correct preference points.

(15) ADVISING OF RESULTS:
All approved bids will be listed on the municipality's website and on the official notice board in the week following their approval, for a period of 7 days.

Procurement of banking services

30. (1) A contract for banking services –
(a) must be procured through competitive bids;
(b) must be consistent with section 7 of the Act; and
(c) may not be for a period of more than five years at a time.

(2) The process for procuring a contract for banking services must commence at least nine months before the end of an existing contract.

(3) The closure date for the submission of bids may not be less than 60 days from the date on which the advertisement is placed in a newspaper in terms of paragraph 22(1). Bids must be restricted to banks registered in terms of the Banks Act, 1990 (Act No. 94 of 1990).

Procurement of IT related goods or services

31. (1) The accounting officer may request the State Information Technology Agency (SITA) to assist with the acquisition of IT related goods or services through a competitive bidding process.

(2) Both parties must enter into a written agreement to regulate the services rendered by, and the payments to be made to, SITA.

(3) The accounting officer must notify SITA together with a motivation of the IT needs if –

(a) the transaction value of IT related goods or services required in any financial year will exceed R50 million (VAT included); or

(b) the transaction value of a contract to be procured whether for one or more years exceeds R50 million (VAT included).

(4) If SITA comments on the submission and the Cape Winelands District Municipality disagrees with such comments, the comments and the reasons for rejecting or not following such comments must be submitted to the council, the National Treasury, the relevant provincial treasury and the Auditor General.

Procurement of goods and services under contracts secured by other organs of state

32. (1) The accounting officer may procure goods or services under a contract secured by another organ of state, but only if –

(a) the contract has been secured by that other organ of state by means of a competitive bidding process applicable to that organ of state;

(b) there is no reason to believe that such contract was not validly procured;

(c) there are demonstrable discounts or benefits to do so; and

(d) that other organ of state and the provider have consented to such procurement in writing.

(2) Subparagraphs (1)(c) and (d) do not apply if –

(a) a municipal entity procures goods or services through a contract secured by its parent municipality; or

(b) a municipality procures goods or services through a contract secured by a municipal entity of which it is the parent municipality.

Procurement of goods necessitating special safety arrangements

33. (1) The acquisition and storage of goods in bulk (other than water), which necessitate special safety arrangements, including gasses and fuel, should be avoided where ever possible.

(2) Where the storage of goods in bulk is justified, such justification must be based on sound reasons, including the total cost of ownership, cost advantages and environmental impact and must be approved by the accounting officer.

Proudly SA Campaign

34. The Cape Winelands District Municipality supports the Proudly SA Campaign to the extent that, all things being equal, preference is given to procuring local goods and services from:

- Firstly – suppliers and businesses within the municipality or district;
- Secondly – suppliers and businesses within the relevant province;
- Thirdly – suppliers and businesses within the Republic.

Appointment of consultants

35. (1) The accounting officer may procure consulting services provided that any Treasury guidelines in respect of consulting services are taken into account when such procurements are made. (Detailed guidelines are available in the National Treasury's Supply Chain Management Office, Practice Note Number SCM 3 of 2003. This incorporates the provision to establish a panel of consultants/list of approved service providers for the rendering of services required on a recurring basis. This panel should be reviewed at least every two years). **Chapter 5: "A Guide for Accounting Officers of Municipalities" issued by National Treasury (Circular 25 – October 2005).**

(2) Consultancy services must be procured through competitive bids if –

(a) the value of the contract exceeds R200,000 (VAT included); or

(b) the duration period of the contract exceeds one year.

(3) In addition to any requirements prescribed by this policy for competitive bids, bidders must furnish particulars of –

(a) all consultancy services provided to an organ of state in the last five years; and

(b) any similar consultancy services provided to an organ of state in the last five years.

(4) The accounting officer must ensure that copyright in any document produced, and the patent rights or ownership in any plant, machinery, thing, system or process designed or devised, by a consultant in the course of the consultancy service is vested in the Cape Winelands District Municipality.

(5) The appointment of advisors must also follow the same competitive bidding process as set out in this Policy.

(6) No advisor will take any part in the final decision-making process regarding the award of bids.

(7) No decision-making authority can be delegated to an advisor.

Deviation from, and ratification of minor breaches of, procurement processes

36. (1) The accounting officer may –

(a) dispense with the official procurement processes established by this Policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only –

(i) in an emergency;

(ii) Where the accounting officer determines that it is impractical to invite competitive bids for specific procurement such as urgent or emergency cases, or in the case of a sole supplier, he may in consultation with the Chief Financial Officer procure the

goods or services by other means such as price quotations or negotiations, or reduce the required advertising period from 14 days to an appropriately deemed period. The reasons for deviation from inviting competitive bids must be recorded and approved by the Accounting Officer.

(iii) Where it can be demonstrated that only one service provider can supply a particular service then a contract can be awarded by the Accounting Officer to that service provider subject to approval by the Bid Adjudication Committee

(iv) for the acquisition of special works of art or historical objects where specifications are difficult to compile;

(v) acquisition of animals for zoos and/or nature and game reserves; or

(vi) in any other exceptional case where it is impractical or impossible to follow the official procurement processes; and

(b) ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.

(2) The accounting officer must record the reasons for any deviations in terms of subparagraphs (1)(a) and (b) of this policy and report them to the next meeting of the council and include as a note to the annual financial statements.

(3) Subparagraph (2) does not apply to the procurement of goods and services contemplated in paragraph 11(2) of this policy.

Unsolicited bids

37. (1) In accordance with section 113 of the Act there is no obligation to consider unsolicited bids received outside a normal bidding process.

(2) The accounting officer may decide in terms of section 113(2) of the Act to consider an unsolicited bid, only if –

(a) the product or service offered in terms of the bid is a demonstrably or proven unique innovative concept;

(b) the product or service will be exceptionally beneficial to, or have exceptional cost advantages;

(c) the person who made the bid is the sole provider of the product or service; and

(d) the reasons for not going through the normal bidding processes are found to be sound by the accounting officer.

(3) If the accounting officer decides to consider an unsolicited bid that complies with subparagraph (2) of this policy, the decision must be made public in accordance with section 21A of the Municipal Systems Act, together with –

(a) reasons as to why the bid should not be open to other competitors;

(b) an explanation of the potential benefits if the unsolicited bid were accepted; and

(c) an invitation to the public or other potential suppliers to submit their comments within 30 days of the notice.

(4) The accounting officer must submit all written comments received pursuant to subparagraph (3), including any responses from the unsolicited bidder, to the National Treasury and the relevant provincial treasury for comment.

(5) The adjudication committee must consider the unsolicited bid and may award the bid or make a recommendation to the accounting officer, depending on its delegations.

(6) A meeting of the adjudication committee to consider an unsolicited bid must be open to the public.

(7) When considering the matter, the adjudication committee must take into account –

(a) any comments submitted by the public; and

(b) any written comments and recommendations of the National Treasury or the relevant provincial treasury.

(8) If any recommendations of the National Treasury or provincial treasury are rejected or not followed, the accounting officer must submit to the Auditor General, the relevant provincial treasury and the National Treasury the reasons for rejecting or not following those recommendations.

(9) Such submission must be made within seven days after the decision on the award of the unsolicited bid is taken, but no contract committing the Cape Winelands District Municipality to the bid may be entered into or signed within 30 days of the submission.

Combating of abuse of supply chain management system

38. (1) The accounting officer must–

(a) take all reasonable steps to prevent abuse of the supply chain management system;

(b) investigate any allegations against an official or other role player of fraud, corruption, favouritism, unfair or irregular practices or failure to comply with this Policy, and when justified –

(i) take appropriate steps against such official or other role player; or

(ii) report any alleged criminal conduct to the South African Police Service;

(c) check the National Treasury's database prior to awarding any contract to ensure that no recommended bidder, or any of its directors, is listed as a person prohibited from doing business with the public sector;

(d) reject any bid from a bidder–

(i) if any municipal rates and taxes or municipal service charges owed by that bidder or any of its directors to the Cape Winelands District Municipality, or to any other municipality or municipal entity, are in arrears for more than three months; or

(ii) who during the last five years has failed to perform satisfactorily on a previous contract with the Cape Winelands District Municipality or any other organ of state after written notice was given to that bidder that performance was unsatisfactory;

(e) reject a recommendation for the award of a contract if the recommended bidder, or any of its directors, has committed a corrupt or fraudulent act in competing for the particular contract;

(f) cancel a contract awarded to a person if –

(i) the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract; or

(ii) an official or other role player committed any corrupt or fraudulent act during the bidding process or the execution of the contract that benefited that person; and

(g) reject the bid of any bidder if that bidder or any of its directors –

(i) has abused the supply chain management system of the Cape Winelands District Municipality or has committed any improper conduct in relation to such system;

(ii) has been convicted for fraud or corruption during the past five years;

(iii) has wilfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or

(iv) has been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).

(h) No person placing a procurement requisition for goods or services shall understate the requirements of the estimated value with the intention of avoiding a more stringent procurement process. This includes the deliberate splitting of requirements to reduce individual order values. Procurement is limited to R 200,000 per commodity type per month unless a competitive bidding process has been undertaken. The Municipal Manager shall promptly institute disciplinary action against any person infringing this requirement.

(i) No official shall engage in contact with a prospective supplier in respect of a quotation or tender which the supplier intends to submit except where clarification of requirements is required from either party, or where the accounting officer may negotiate with identified

preferred bidders. Any such communication must be recorded and appropriately filed with the bid documentation.

(2) The accounting officer must inform the National Treasury and relevant provincial treasury in writing of any actions taken in terms of subparagraphs (1)(b)(ii), (e) or (f) of this policy.

Part 3: Logistics, Disposal, Risk and Performance Management

Logistics management

39. The accounting officer must establish and implement an effective system of logistics management, which must include -

(a) the monitoring of spending patterns on types or classes of goods and services incorporating, where practical, the coding of items to ensure that each item has a unique number;

(b) the setting of inventory levels that includes minimum and maximum levels and lead times wherever goods are placed in stock;

(c) the placing of manual or electronic orders for all acquisitions other than those from petty cash;

(d) before payment is approved, certification by the responsible officer that the goods and services are received or rendered on time and is in accordance with the order, the general conditions of contract and specifications where applicable and that the price charged is as quoted in terms of a contract;

(e) appropriate standards of internal control and warehouse management to ensure that goods placed in stores are secure and only used for the purpose for which they were purchased;

(f) regular checking to ensure that all assets including official vehicles are properly managed, appropriately maintained and only used for official purposes; and

(g) monitoring and review of the supply vendor performance to ensure compliance with specifications and contract conditions for particular goods or services.

Disposal management

40. (1) The criteria for the disposal or letting of assets, including unserviceable, redundant or obsolete assets, subject to sections 14 and 90 of the Act, and council's GRAP policy and procedures.

(2) Assets may be disposed of by –

(i) transferring the asset to another organ of state in terms of a provision of the Act enabling the transfer of assets;

(ii) transferring the asset to another organ of state at market related value or, when appropriate, free of charge;

(iii) selling the asset; or

(iv) destroying the asset.

(3) The accounting officer must ensure that –

(a) immovable property is sold only at market related prices except when the public interest or the plight of the poor demands otherwise;

(b) movable assets are sold either by way of written price quotations, a competitive bidding process, auction or at market related prices, whichever is the most advantageous;

(c) firearms are not sold or donated to any person or institution within or outside the Republic unless approved by the National Conventional Arms Control Committee;

(d) immovable property is let at market related rates except when the public interest or the plight of the poor demands otherwise;

(e) all fees, charges, rates, tariffs, scales of fees or other charges relating to the letting of immovable property are annually reviewed;

(f) where assets are traded in for other assets, the highest possible trade-in price is negotiated; and

(g) in the case of the free disposal of computer equipment, the provincial department of education is first approached to indicate within 30 days whether any of the local schools are interested in the equipment.

(4) In disposing of movable assets the adjudication committee will determine the most advantageous method for sale and adhere to the communication requirements prescribed for quotations. If deemed necessary notification may also be by advertisement in a widely circulated local newspaper, but not limited thereto. In sales by private treaty the adjudication committee will adjudicate and approve quotations received. Adjudication will include provision for the Preferential Procurement Points as per the attached scorecard for assets with a value greater than R30 000. The adjudication committee reserves the right not to accept any bids offered.

Risk management

41. (1) The accounting officer must establish an effective system of risk management for the identification, consideration and avoidance of potential risks in the supply chain management system.

(2) Risk management must include –

(a) the identification of risks on a case-by-case basis;

(b) the allocation of risks to the party best suited to manage such risks;

(c) acceptance of the cost of the risk where the cost of transferring the risk is greater than that of retaining it;

(d) the management of risks in a pro-active manner and the provision of adequate cover for residual risks; and

(e) the assignment of relative risks to the contracting parties through clear and unambiguous contract documentation.

Performance management

42. The accounting officer must establish and implement an internal monitoring system in order to determine, on the basis of a retrospective analysis, whether the authorised supply chain management processes were followed and whether the objectives of this Policy were achieved.

Part 4: Other matters

Prohibition on awards to persons whose tax matters are not in order

43. (1) No award above R30 000 may be made in terms of this Policy and *regulation* 16 of the Preferential Procurement Policy Framework Act, 2000 to a person whose tax matters have not been declared by the South African Revenue Service to be in order.

*** MFMA Circular No.29** **(1st amendment: 22 August 2006 C.9.4)**

(2) Before making an award to a person the accounting officer must first check with SARS whether that person's tax matters are in order.

(3) If SARS does not respond within 7 days such person's tax matters may for purposes of subparagraph (1) be presumed to be in order.

Prohibition on awards to persons in the service of the state

44. Irrespective of the procurement process followed, no award may be made to a person in terms of this Policy –

(a) who is in the service of the state;

(b) if that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; or

(c) a person who is an advisor or consultant contracted with the Cape Winelands District Municipality.

Awards to close family members of persons in the service of the state

45. The accounting officer must ensure that the notes to the annual financial statements disclose particulars of any award of more than R2000 to a person who is a spouse, child or parent of a person in the service of the state, or has been in the service of the state in the previous twelve months, including –

(a) the name of that person;

(b) the capacity in which that person is in the service of the state; and

(c) the amount of the award.

Ethical standards

46. (1) A code of ethical standards as set out in subparagraph (2) is hereby established for officials and other role players in the supply chain management system of the Cape Winelands District Municipality in order to promote –

(a) mutual trust and respect; and

(b) an environment where business can be conducted with integrity and in a fair and reasonable manner.

(2) An official or other role player involved in the implementation of this Policy –

(a) must treat all providers and potential providers equitably;

(b) may not use his or her position for private gain or to improperly benefit another person;

(c) may not accept any reward, gift, favour, hospitality or other benefit directly or indirectly, including to any close family member, partner or associate of that person, of a value more than R350;

(d) notwithstanding subparagraph (2) (c), must declare to the accounting officer details of any reward, gift, favour, hospitality or other benefit promised, offered or granted to that person or to any close family member, partner or associate of that person;

(e) must declare to the accounting officer details of any private or business interest which that person, or any close family member, partner or associate, may have in any proposed procurement or disposal process of, or in any award of a contract by, the Cape Winelands District Municipality;

(f) must immediately withdraw from participating in any manner whatsoever in a procurement or disposal process or in the award of a contract in which that person, or any close family member, partner or associate, has any private or business interest;

(g) must be scrupulous in his or her use of property belonging to Cape Winelands District Municipality;

(h) must report to the accounting officer any alleged irregular conduct in the supply chain management system which that person may become aware of, including –

(i) any alleged fraud, corruption, favouritism or unfair conduct;

(ii) any alleged contravention of paragraph 47(1) of this Policy; or

(iii) any alleged breach of this code of ethical standards.

(i) must assist the accounting officer in combating fraud, corruption, favouritism and unfair and irregular practices in the supply chain management system; and

(i) must report to the accounting officer any alleged irregular conduct in the supply chain management system which that person may become aware of, including –

(i) any alleged fraud, corruption, favouritism or unfair conduct;

(ii) any alleged contravention of paragraph 47(1) of this Policy; or

(iii) any alleged breach of this code of ethical standards.

(3) Declarations in terms of subparagraphs (2)(d) and (e) -

(a) must be recorded in a register which the accounting officer must keep for this purpose;

(b) by the accounting officer must be made to the Mayor of the Cape Winelands District Municipality who must ensure that such declarations are recorded in the register.

(4) The National Treasury's code of conduct (**ANNEXURE "E"**) must also be taken into account by supply chain management practitioners and other role players involved in supply chain management.

(5) A breach of the code of ethics must be dealt with as follows -

(a) in the case of an employee, in terms of the disciplinary procedures of the Cape Winelands District Municipality envisaged in section 67(1)(h) of the Municipal Systems Act;

(b) in the case a role player who is not an employee, through other appropriate means in recognition of the severity of the breach.

(c) In all cases, financial misconduct must be dealt with in terms of chapter 15 of the Act.

Inducements, rewards, gifts and favours to the Cape Winelands District Municipality, officials and other role players

47. (1) No person who is a provider or prospective provider of goods or services, or a recipient or prospective recipient of goods disposed or to be disposed of may either directly or through a representative or intermediary promise, offer or grant –

(a) any inducement or reward to the Cape Winelands District Municipality for or in connection with the award of a contract; or

(b) any reward, gift, favour or hospitality to –

(i) any official; or

(ii) any other role player involved in the implementation of this Policy.

(2) The accounting officer must promptly report any alleged contravention of subparagraph (1) to the National Treasury for considering whether the offending person, and any representative or intermediary through which such person is alleged to have acted, should be listed in the National Treasury's database of persons prohibited from doing business with the public sector.

(3) Subparagraph (1) does not apply to gifts less than R350 in value.

Sponsorships

48. The accounting officer must promptly disclose to the National Treasury and the relevant provincial treasury any sponsorship promised, offered or granted, whether directly or through a representative or intermediary, by any person who is –

(a) a provider or prospective provider of goods or services; or

(b) a recipient or prospective recipient of goods disposed or to be disposed.

Objections and complaints

49. Persons aggrieved by decisions or actions taken in the implementation of this supply chain management system, may lodge within 14 days of the decision or action, a written objection or complaint against the decision or action.

Resolution of disputes, objections, complaints and queries

50. (1) The accounting officer must appoint an independent and impartial person, not directly involved in the supply chain management processes –

(a) to assist in the resolution of disputes between the Cape Winelands District Municipality and other persons regarding -

(i) any decisions or actions taken in the implementation of the supply chain management system; or

(ii) any matter arising from a contract awarded in the course of the supply chain management system; or

(b) to deal with objections, complaints or queries regarding any such decisions or actions or any matters arising from such contract.

(c) Suppliers must provide details of the reasons for their appeal including any non-compliance with this Policy, the MFMA and related legislation. The Accounting Officer shall provide written acknowledgement of the receipt of appeals to the appellant and endeavour to finalise appeals within 10 working days of their receipt. Where this is not possible, the Accounting Officer shall advise the appellant in writing of the reasons for the delay.

(d) If the appeal is based on a technically complex matter, the Accounting Officer may engage an impartial external advisor, provided that their engagement is compliant with this Policy and sufficient budgetary provision exists. The Accounting Officer is not bound by any opinion provided.

(e) The Accounting Officer will decide if an appeal constitutes sufficient grounds for delay of procurement from the approved supplier, and if a delay is practical. If the Accounting Officer determines there are grounds for delay, the approved supplier will be advised in writing of the reasons for the delay.

(f) When a ruling on an appeal has been made, the Accounting Officer will advise the appellant in writing of the outcome.

(2) The accounting officer, or another official designated by the accounting officer, is responsible for assisting the appointed person to perform his or her functions effectively.

(3) The person appointed must –

(a) strive to resolve promptly all disputes, objections, complaints or queries received; and

(b) submit monthly reports to the accounting officer on all disputes, objections, complaints or queries received, attended to or resolved.

(4) A dispute, objection, complaint or query may be referred to the relevant provincial treasury if –

(a) the dispute, objection, complaint or query is not resolved within 60 days; or

(b) no response is forthcoming within 60 days.

(5) If the provincial treasury does not or cannot resolve the matter, the dispute, objection, complaint or query may be referred to the National Treasury for resolution.

(6) This paragraph must not be read as affecting a person's rights to approach a court at any time.

Contracts providing for compensation based on turnover

51. If a service provider acts on behalf of the Cape Winelands District Municipality to provide any service or act as a collector of fees, service charges or taxes and the compensation payable to the service provider is fixed as an agreed percentage of turnover for the service or the amount collected, the contract between the service provider and the Cape Winelands District Municipality must stipulate –

(a) a cap on the compensation payable to the service provider; and

(d) that such compensation must be performance based.

Unbundling strategies

52 In order to encourage increased participation and the sustainable growth of the small business sector, the unbundling of larger projects into smaller, more manageable, contracts is encouraged.

Unbundling must however be considered in the context of:

- economies of scale being lost,
- abortive work becoming necessary,
- additional demands (not only financial) being placed on the areas resources,
- the risk of later phases not being completed as a result of budget cuts becoming necessary in the future.

Unbundling, and all of its associated implications, must therefore be carefully considered at the planning stage of any project and the budgets for, and design thereof, should be structured accordingly.

It is important to note that while it is the Cape Winelands District Municipality's policy to procure works in the smallest practicable quantities, the practice of breaking out projects in order to circumvent the formal tender process is not permitted.

Increasing employment opportunities

53 It should be noted that one of the municipality's key socio-economic objectives is to facilitate the creation of employment for the people of the Cape Winelands District Municipality.

Increasing employment opportunities through procurement may be achieved by specifying labour friendly technologies and/or labour intensive methods of construction in the tender documents.

The options available in this regard should be investigated to evaluate the positive versus negative impact of any proposals, and to specify labour friendly technologies and/or methods where appropriate.

Sureties for Due performance

54 Obtaining sureties (guarantees) from financial institutions is one of the major obstacles preventing emerging businesses from participating in Local Government Procurement. The value of the sureties required by the Cape Winelands District Municipality has therefore been reduced, or waived altogether, in accordance with the class (value) of the contract.

The sureties required for each class of contract are as follows:

- **Micro** waived (that is, no surety is required)
- **Minor (under R 500 000)** 2.5% of the tender sum
- **Minor (over R 500 000)** 5% of the tender sum

Sureties in respect of the procurement of goods and services will not generally be called for, but where required, will be in accordance with the limits described above.

Retention

55 Having a large percentage of the value of work carried out withheld as retention, presents most contractors with serious cash flow problems, especially in the case of the higher value Major contracts. In order therefore, to lessen the impact of retention monies withheld and to assist less established contractors in the execution of a contract, retention, on Major contracts only, should be limited to 5% of the tender sum. In order however, to protect the Cape Winelands District Municipality's interests on Minor contracts, where the value of the surety required has been reduced, or even waived, the usual 10% retention shall apply. The value of retention deducted will therefore be as follows:

- **Micro and Minor** : 10% of the value of work carried out with no limit, reducing to 5% for the duration of the maintenance period.
- **Major** : 10 % of the value of the work carried out, up to a limit of 5% of the tender sum, with no reduction for the duration of the maintenance period.

Retention in respect of the procurement of goods and services will not generally be called for, but where required, will be in accordance with the limits described above.

Financial guarantees may be submitted in lieu of retention.

Payment Terms

56 Payments to SMMEs/HDIs will be made within 14 days of invoice or statement. Other payments will be made within 30 days in terms of the MFMA.

(In order to qualify for more frequent or earlier payments, a contractor must be classified as a SMME with a HDI equity ownership of not less than 50 %).

Commencement

57 This Policy takes effect on 1st January 2006.

ANNEXURES

ANNEXURE: A POLICY AND PROCEDURES FOR HANDLING OF PETTY CASH

ANNEXURE: B NATIONAL TREASURY - GENERAL CONDITIONS OF CONTRACT

ANNEXURE: C SUMMARY OF PREFERENTIAL PROCUREMENT REQUIREMENTS

ANNEXURE: D EXTRACTS FROM LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT NO. 56 0F 2003 (MFMA)

ANNEXURE: E NATIONAL TREASURY - CODE OF CONDUCT FOR SUPPLY CHAIN MANAGEMENT PRACTITIONERS AND OTHER ROLE PLAYERS

ANNEXURE "A"

POLICY AND PROCEDURES FOR HANDLING OF PETTY CASH

A. INTRODUCTION

1. POLICY PRINCIPLES

Petty Cash means a small amount of cash kept on hand for incidental purchases of low value goods and services (ie. Postages, office supplies, reimbursement out-of-pocket expenditure) which cannot be accommodated through normal purchasing procedures.

It is ***not*** the intention of petty cash to circumvent the existing acquisition procedures and payment of creditors or the provisions of the Supply Chain Management Policy.

No payment of a cash advance (IOU) will be done seeing that petty cash funds are ***not*** meant to grant short-term loans for acquisitions of any nature whatsoever to officials.

2. PROVISIONS

Supply Chain Management Regulation 12(1)(a) provide for the procurement of goods and services by way of petty cash purchases, up to a transaction value of R2,000 (VAT included); however the Accounting Officer decided in terms of his delegated powers that the maximum permissible amount for financing from petty cash will be limited to R300.00 per transaction.

The total amount that may be purchased from petty cash during one specific month shall not exceed one twelfth of the budgeted amount for that budget vote/line item.

The policy for provision of funds for petty cash expenditure, procedures for the administration thereof and control of the eventual allocation of costs against the various Ledger Votes is and remains the responsibility of the Executive Director: Finance and his/her assignees.

Additions to and/or amendments of this policy may be effected by the above with or without prior notice, without prejudice.

B. PROCEDURES

1. NON PERMISSIBLE & PERMISSIBLE ACQUISITIONS

1.1 The acquisition of items that will be financed from "Capital or inventory Votes" does not qualify for payment from Petty Cash – such items are purchased according to normal procedures.

1.2 No salary-, wage- or entertainment cost will qualify for payment through petty cash - such payments will be handled through the normal payroll procedures.

1.3 Registration fees for the attendance of courses/congresses will not qualify for payment through petty cash - a requisition for payment per cheque, accompanied by the nomination must be submitted.

1.4 No funds for payment of travelling and subsistence or other personal obligations will be financed through petty cash – these costs will be claimed in the normal way and paid with the applicant's salary or by cheque.

1.5 Purchasing of shoes, uniforms and protective clothing will not qualify for payment through petty cash – such acquisitions must be acquired per requisition / invoice and paid by cheque.

1.6 Supplies such as stationery, cleaning materials, toiletries, sugar, tea and coffee that are listed on Council's store stock index will not qualify for payment from petty cash – such items will be issued on request.

1.7 The acquisition of items or the delivery of services other than those referred to in points B 1.1 to B 1.6 does qualify for payment from Petty Cash, provided that:

- The transaction is not contrary to the purpose as defined in Section A;
- A fully completed and approved Petty Cash voucher is submitted for each transaction;
- An invoice or till slip that complies with generally accepted minimum requirements is attached to the Petty Cash voucher.

1.8 Only personnel who received the necessary delegations may approve purchases. (No Councillor has, in terms of section 79(2) of the Local Government: Municipal Finance Management Act No. 56 of 2003, any authority to incur expenditure.)

2. PAYMENT

2.1 Payment of Petty Cash by approved Petty Cash voucher will only be done at the Cape Winelands District Municipality's cash offices at Stellenbosch and Worcester.

2.2 Cashiers / Petty Cash Officials will not do any payments if the Petty Cash vouchers are not completed, approved and authorised in the prescribed manner.

3. REGISTERS

3.1 All transactions must be recorded in a separate register, which is kept at each cash office of the Cape Winelands District Municipality.

3.2 These registers with concomitant Petty Cash vouchers must be checked by a senior official and kept for audit purposes.

4. REPLENISHMENT OF FUNDS

4.1 The above-mentioned registers will be made up each Monday (or if the Monday is a public holiday, the next working day) in order to be balanced against the paid petty cash vouchers plus the cash on hand. (This arrangement is obligatory and may only be deviated from if mutually arranged with the Executive Director: Finance)

4.2 A sundry voucher to the value of the issued petty cash vouchers will be prepared, the appropriate petty cash vouchers attached to it and forwarded to the Expenditure section at Stellenbosch where a cheque for the replenishment of the funds will issued.

5. ALLOCATION OF COSTS

5.1 On receipt of such sundry voucher the costs of the transactions concerned will be recorded against the various Ledger Votes and a cheque for the replenishment of funds will be issued.

5.2 However, should a specific Ledger Vote be over-spent when the value of a batch of petty cash vouchers is captured, the amount of the transaction affected will summarily be posted against the Sundry Expenditure vote of the cost centre concerned – it will then be the responsibility of the head of the concerned department to ensure that the funds are reallocated to provide for future allocations.

C. CONTROL

1. OFFICIAL DOCUMENTS

1.1 Only the official petty cash voucher of the Cape Winelands District Municipality (example ***attached***) will be accepted as valid document for the payment of purchases from the petty cash.

1.2 The official petty cash voucher must be completed in full using capital letters and the ***ITEM DESCRIPTION*** or ***REASON FOR EXPENDITURE*** must be clearly defined.

1.3 A separate petty cash voucher must be prepared for purchases from different suppliers.

2. APPROVAL OF EXPENDITURE

Executive Directors of departments or their assignees approve the incurring of specific costs, as indicated on the petty cash voucher concerned, and the responsibility for ensuring that if votes are over-spent, funds are transferred to provide for this.

3. AUTHORISATION FOR PAYMENT

The Executive Director: Finance or his/her assignee checks that the petty cash voucher is properly completed and whether sufficient funds are, at that stage, available for payment on the indicated vote/s.

D. LIABILITY

1. Executive Directors of departments or their assignees who approve the incurring of costs thereby also accept responsibility for:

- future enquiries and/or explanations regarding the desirability of the expenditure concerned;
- any irregularities regarding a specific transaction that may be revealed during an audit of the petty cash;
- transfer of funds in respect of votes that may be overspent due to some unavoidable reason, eg. the circumstances as indicated in Section B, point 5.2.

2. The Executive Director: Finance and his/her assignees who authorize the payment of petty cash expenditure thereby also accept responsibility for compliance with all financial provisions and delegations that are applicable in the normal performance of their duties.

3. The Cashier / Petty Cash Officials who does petty cash payouts thereby also accept responsibility for compliance with all financial provisions that are applicable in the normal performance of their duties.

PETTY CASH VOUCHER

Kaapse Wynland DISTRIKSMUNISIPALITEIT
Cape Winelands DISTRICT MUNICIPALITY

KLEIKAS-BEWYSSTUK

Complete in full using CAPITAL letters / Voltooi volledig in HOOF letters

DEPARTMENT: (Requesting the expenditure) _____ DEPARTMENT: (Wat die uitgawe aanvra)
DIVISION/SECTION: _____ AFDELING/SEKSIE:
NAME OF SUPPLIER _____ NAAM VAN VERSKAFFER
ITEM DESCRIPTION / REASON FOR USE _____ ITEMBESKRYWING/ REDE VIR GEBRUIK

VOTE NUMBER POSNOMMER	LINE ITEM DESCRIPTION LYNITEM BESKRYWING	WITHOUT V.A.T SONDER B.T.W	V.A.T. B.T.W.	TOTA L TOTAAL
	R			

(Complete all columns / Voltooi alle kolomme)

_____
APPLICANT / AANVRAER
Print name - not signature
Naam in drukskrif - nie handtekening nie

Rand _____ Rand
Cents _____ Sent

Expenditure Approved / Uitgawe Goedgekeur

_____
Name of Executive Director or Authorised Delegate (*Print name*)
Naam van Uitvoerende Direkteur of Gevolmagtigde (*Naam in drukskrif*)

_____ _____
Signature / Handtekening DATUM / DATE

(Nagesien en Gemagtig vir uitbetaling)
(Checked and Authorised for payment)

.....
pp Uitvoerende Direkteur: FINANSIES
pp Executive Director: FINANCE

DATUM / DATE .....

ANNEXURE "B"



THE NATIONAL TREASURY
Republic of South Africa

GOVERNMENT PROCUREMENT:

GENERAL CONDITIONS OF CONTRACT

TABLE OF CLAUSES

INSERT DOCUMENT

ANNEXURE "C"

SUMMARY OF PREFERENTIAL PROCUREMENT REQUIREMENTS

SECTION 1: PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT No 5. of 2000, *PREFERENTIAL PROCUREMENT REGULATIONS 2004*

The municipality must determine a preferential procurement policy.

This policy must be implemented within a framework which follows the following preference point system:

- For contracts with a rand value equal to or below a prescribed amount, a maximum of 20 points is allocated for specific goals as contemplated below, provided that the lowest acceptable tender scores 80 points for price.

- For contracts with a rand value above a prescribed amount, a maximum of 10 points is allocated for specific goals as contemplated below, provided that the lowest acceptable tender scores 90 points for price;

Other acceptable tenders that are higher in price must score fewer points, on a pro-rata basis, calculated on their tender prices in relation to the lowest acceptable tender, in accordance with the prescribed formula.

The specific goals set by the municipality for preferential procurement must include contracting with persons, or categories of persons, who have been historically disadvantaged by unfair discrimination on the basis of race, gender or disability.

The specific goals of the policy must further include the implementation of programmes of the reconstruction and development programme, as published in *Government Gazette no. 16085 dated 23 November 1994 or subsequent regulations*.

Any specific criteria for which a point is awarded must be clearly specified in the invitation to submit tenders. The municipality must *normally* award its contract to the tenderer who scores the highest points. If not, the municipality must be able to produce objective criteria in addition to those contemplated above to justify the award to another tenderer. The specific goals determined by the municipality for its preferential procurement policy must be measurable, quantifiable and monitored for compliance.

SECTION 2: BROAD BASED BLACK ECONOMIC EMPOWERMENT ACT NO. 53 OF 2003

The Minister of trade and Industry may by notice in the gazette issue codes of good practice on black economic empowerment that may include (inter alia) the following:

- further interpretation and definition of broad based black economic empowerment and the interpretation and definition of different categories of black empowerment entities;
- qualification criteria for preferential purposes for procurement and other economic activities;
- indicators to measure broad based black economic empowerment; and
- the weighting to be attached to broad based black economic empowerment indicators as referred to above.

Every organ of state and public entity must take into account and, as far as it may be reasonably possible, apply any relevant code of good practice issued in terms of the present Act in:

- determining qualification criteria for the issuing of licences, concessions or other authorisations in terms of any laws;
- developing and implementing a preferential procurement policy;
- determining qualification criteria for the sale of state-owned enterprises; and
- developing criteria for entering into partnerships with the private sector.

The Minister must also issue a strategy for broad based black economic empowerment. This strategy must:

- provide for an integrated, co-ordinated and uniform approach to broad based black economic empowerment by all organs of state, public entities, the private sector, non-governmental organisations, local communities and other stakeholders,
- develop a plan for financing broad based black economic empowerment; and
- provide a system for organs of state, public entities and other enterprises to prepare broad based black economic empowerment plans and to report on compliance with those plans.

BROAD-BASED BLACK ECONOMIC EMPOWERMENT (BBBEE)

PRICE:

1. 80/20 PREFERENCE POINT SYSTEM

For competitive bids/price quotations equal to or above **R 30,000 and up to a Rand value of R 1,000,000** (but can be used for quotations of less than R30,000 if deemed appropriate)

$$Ps = 80\left(1 - \frac{Pt - Pmin}{Pmin}\right)$$

Where
Ps = points scored for comparative price of bid/offer under consideration
Pt = comparative price of bid/offer under consideration
Pmin = comparative price of lowest acceptable bid/offer

A maximum of 20 points is then added to the above score based on the assessment against the Broad-Based Black Economic Empowerment scorecard.

2. 90/10 PREFERENCE POINT SYSTEM

For competitive bids/price quotations with a Rand value above R1,000,000.

$$Ps = 90\left(1 - \frac{Pt - Pmin}{Pmin}\right)$$

Where
Ps = points scored for comparative price of bid/offer under consideration
Pt = comparative price of bid/offer under consideration
Pmin = comparative price of lowest acceptable bid/offer

A maximum of 10 points is then added to the above score based on the assessment against the Broad-Based Black Economic Empowerment scorecard.

3. 80/20 PREFERENCE POINT SYSTEM FOR THE SALE AND LETTING OF ASSETS.

The following formula must be used to calculate the points for price in respect of tenders with a Rand value equal to, or above **R30,000 and up to a Rand value of R 1,000,000** and which relate to the sale and letting of assets.

$$Ps = 80\left(1 + \frac{Pt - Ph}{Ph}\right)$$

Where
Ps = Points scored for price of tender under consideration
Pt = Rand value of tender under consideration
Ph = Rand value of highest acceptable tender

A maximum of 20 points is then added to the above score based on the assessment against the Broad-Based Black Economic Empowerment scorecard. Only the tender with the highest number of points scored may be selected.

4. 90/10 PREFERENCE POINT SYSTEM FOR THE SALE AND LETTING OF ASSETS.

The following formula must be used to calculate the points for price in respect of tenders with a Rand value **above R 1,000,000** and which relate to the sale and letting of assets:

$$Ps = 90\left(1 + \frac{Pt - Ph}{Ph}\right)$$

Where
Ps = Points scored for price of tender under consideration
Pt = Rand value of tender under consideration
Ph = Rand value of highest acceptable tender

A maximum of 10 points is then added to the above score based on the assessment against the Broad-Based Black Economic Empowerment scorecard. Only the tender with the highest number of points scored may be selected.

NB: Until the Preferential Procurement Regulations, 2001 as per Government Notice R725 of 10 August 2001 are repealed by the promulgation of the draft Preferential Procurement Regulations, 2004 set out in Government Gazette No. 26863 of 4 October 2004, the threshold value as indicated above, will be R 500,000.

BROAD-BASED BLACK ECONOMIC EMPOWERMENT (BBBEE)

BALANCED SCORECARD 1:

(80/20 PREFERENCE POINT SYSTEM)

For competitive bids/price quotations up to a Rand value of R1million

Core Component Of BBBEE	**Indicators**	**% Raw Score**	**% Weighting**	**% Score**
Direct Empowerment (Ownership and Control) (OF THE COMPANY)				
Equity ownership	% owned by black persons		30	
	% owned by black disabled persons		5	
	% owned by black women		10	
Management	% black persons in executive management and/or executive board and board committees		20	
Human Resource Development				
Employment Equity	Weighted employment equity (% of black people as a proportion of total workforce)		5	
Skills development	Skills development expenditure as a proportion (%) of total payroll	**5%= 5 1%=1**	5	
Indirect empowerment				
Preferential Procurement	Procurement from black-owned and empowered enterprises as a proportion (%) of total procurement	**SPECIFIC PROJECT**	15	
Residual				
Local content	% local content in relation to the bid price	**GOODS, MAT.TRANS**	10	
Total score out of 100%			100	

NB: The total score out of 100% will be converted to a point out of a maximum of 20 points for BBBEE. No points will, however, be awarded if the total percentage score is less than 40% for BBBEE.

BROAD-BASED BLACK ECONOMIC EMPOWERMENT (BBBEE)

BALANCED SCORECARD 2:

(90/10 PREFERENCE POINT SYSTEM)

For competitive bids/price quotations with a Rand value above R1million

Core Component Of BBBEE	Indicators	% Raw Score	% Weighting	% Score
Direct Empowerment (Ownership and Control) (OF COMPANY)				
Equity ownership	% owned by black persons		20	
	% owned by black disabled persons		5	
	% owned by black women		12	
Management	% black persons in executive management and/or executive board and board committees		13	
Human Resource Development				
Employment Equity	Weighted employment equity (% of black people as a proportion of total workforce)		6	
Skills development	Skills development expenditure as a proportion (%) of total payroll	**6%=6 1%=1**	6	
Indirect empowerment				
Preferential Procurement	Procurement from black-owned and empowered enterprises as a proportion (%) of total procurement	**SPECIFIC PROJECT**	8	
Enterprise Development	Investment in enterprises, owned 100% by black persons, as a proportion (%) of total assets		8	
	% of profit shared by a Black-owned enterprise as a consortium or joint venture for this contract **OR** % of this contract that will be sub-contracted to a Black-owned Enterprise		12	
Residual				
Local content	% local content in relation to the bid price	**GOODS, MAT, LABOUR**	10	
Total score out of 100%			100	

NB: The total score out of 100% will be converted to a point out of a maximum of 10 points for BBBEE. No points will, however, be awarded if the total percentage score is less than 40% for BBBEE.

NB: Until the Preferential Procurement Regulations, 2001 as per Government Notice R725 of 10 August 2001 are repealed by the promulgation of the draft Preferential Procurement Regulations, 2004 set out in Government Gazette No. 26863 of 4 October 2004, the pointing system will be as follows.

1.1 80/20 POINTS SYSTEM FOR TENDERS WITH A VALUE OF >R30,000 TO R500,000

The points are awarded as follows:

- **80 points** are awarded for the **lowest price** if it complies with the tender conditions.
- **15 points** (percentage of persons or categories of persons historically disadvantaged because of unfair discrimination based on **race.**)
- **1 point** is rewarded for historically disadvantaged persons because of unfair discrimination based on **gender**. This point is allocated only if more than 20% of the shareholding is in the possession of woman.
- **1 point** for historically disadvantaged persons because of discrimination based on **disability**. This point is only allocated if at least 10% of the shareholding is in the possession of disabled persons.
- **1 point** for the use of **local labour** (job creation)
- **1 point** (persons or categories of persons established **within the area of jurisdiction** of the Cape Winelands District Municipality.)
- **1 point** for **social investment** and human resources policy that meets IDP objectives.

1.2 90/10 POINTS SYSTEM FOR TENDERS WITH A VALUE OF >R500,000

The points are awarded as follows:

- **90 points** are awarded for the **lowest price** if it complies with the tender conditions.
- **8 points** (percentage of persons or categories of persons historically disadvantaged because of unfair discrimination based on **race.**)
- **1 point** is rewarded for historically disadvantaged persons because of unfair discrimination based on **gender**. This point is allocated only if more than 20% of the shareholding is in the possession of woman.
- **1 point** for historically disadvantaged persons because of discrimination based on **disability**. This point is only allocated if at least 10% of the shareholding is in the possession of disabled persons.

1.3 80/20 POINTS SYSTEM IN THE ALIENATION / LEASE OF ASSETS WITH A VALUE > R 30,000 TOT R 500,000

The points are awarded as follows:

- **80 points** are awarded for the **highest tender**.
- **16 points** (percentage persons or categories of persons historically disadvantaged because of unfair discrimination based on **race**).
- **2 points** (percentage persons or categories of persons historically disadvantaged because of unfair discrimination based on **gender**).
- **2 points** (percentage persons or categories of persons historically disadvantaged because of unfair discrimination based on **disability**).

1.4 90/10 POINTS SYSTEM IN THE ALIENATION / LEASE OF ASSETS WITH A VALUE > R 500,000

The points are awarded as follows:

- **90 points** are awarded for the **highest tender**.
- **8 points** (percentage persons or categories of persons historically disadvantaged because of unfair discrimination based on **race**).
- **1 points** (percentage persons or categories of persons historically disadvantaged because of unfair discrimination based on **gender**).
- **1 points** (percentage persons or categories of persons historically disadvantaged because of unfair discrimination based on **disability**).

ANNEXUER "D"

EXTRACTS FROM LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT NO. 56 0F 2003 (MFMA)

SECTION 14: DISPOSAL OF CAPITAL ASSETS

1) A municipality may not transfer ownership as a result of a sale or other transaction or otherwise permanently dispose of a capital asset needed to provide the minimum level of basic municipal services.
2) A municipality may transfer ownership or otherwise dispose of a capital asset other than one contemplated in subsection 1), but only after the municipal council, in meeting open to the public-
   a) has decided on reasonable grounds that the asset is not needed to provide the minimum level of basic municipal services; and
   b) has considered the fair market value of the asset and the economic and community value to be received in exchange for the asset.
3) A decision by a municipal council that a specific capital asset is not needed to provide the minimum level of basic municipal services, may not be reversed by the municipality after that asset has been sold, transferred or otherwise disposed of.
4) A municipal council may delegate to the accounting officer of the municipality its power to make the determinations referred to in subsection 2) a) and b) in respect of moveable capital assets below a value determined by the council.
5) Any transfer of ownership of a capital asset in terms of subsection 2) or 4) must be fair, equitable, transparent, competitive and consistent with the supply chain management policy which the municipality must have and maintain in terms of section 111.

SECTION 19: CAPITAL PROJECTS

1) A municipality may spend money on a capital project only if-
   a) the money for the project, excluding the cost of feasibility studies conducted by and behalf of the municipality, has been appropriated in the capital budget referred to in section 17 (2);
   b) the project, including the total cost, has been approved by council
   c) section 33 has been complied with, to the extent that section may be applicable to the project; and
   d) the sources of funding have been considered, are available and have not been committed for other purposes.
2) Before approving a capital project in terms of subsection 1) b), the council of a municipality must consider-

a) the projected cost covering all financial years until the project is operational; and
b) the future operational costs and revenue on the project, including municipal tax and tariff implications.

A municipal council may in terms of subsection 1) b) approve capital projects below a prescribed value either individually or as part of a consolidated capital programme.

SECTION 33: CONTRACTS HAVING FUTURE BUDGETARY IMPLICATIONS

1) A municipality may enter into a contract which will impose financial obligations on the municipality beyond a financial year, but if the contract will impose financial obligations on the municipality beyond the three years covered in the annual budget for that financial year, it may do so only if-
   a) the municipal manager, at least 60 days before the meeting of the municipal council at which the contract is to be approved-
      i) has in accordance with section 21A of the Municipal Systems Act –
         (aa) Made public the draft contract and an information statement summarising the municipality's obligations in terms of the proposed contract; and
         (bb) Invited the local community and other interested persons to submit to the municipality comments or representations in respect of the proposed contract; and
      ii) has solicited the views and recommendations of-
         (aa) the National Treasury and the relevant provincial treasury
         (bb) the national department responsible for local government; and
         (cc) if the contract involves the provision of water, sanitation, electricity, or any other service as may be prescribed, the responsible national department;
   b) the municipal council has taken into account-
      i) the municipality's projected financial obligations in terms of the proposed contract for each financial year covered by the contract;
      ii) the impact of those financial obligations on the municipality's future municipal tariffs and revenue;
      iii) any comments or representations on the proposed contracts received from the local community and other interested persons
      iv) any written views and recommendations on the proposed contract by National Treasury, the relevant provincial treasury, the national department responsible for local government and any national department referred to in paragraph (a) (ii) (cc); and
   c) the municipal council has adopted a resolution in which-
      i) it determines that the municipality will secure a significant capital investment or will derive a significant financial economic of financial benefit from the contract;

ii) it approves the entire contract exactly as it is to be executed; and it authorises the municipal manager to sign the contract on behalf of the municipality.

2) The process set out in subsection 1) does not apply to-
   a) contracts for long-term debt regulated in terms of section 46 (3);
   b) employment contracts; or
   c) contracts-
      i) for categories of goods as may be prescribed; or
      ii) in terms of which the financial obligation on the municipality is below-
         (aa) a prescribed value; or
         (bb) a prescribed percentage or the municipality's approved budget for the year in which the contract is concluded

3) (a) All contracts referred to in subsection 1) and all other contracts that impose a financial obligation on the municipality-
      i) must be made available in their entirety to the municipal council: and
      ii) may not be withheld from public scrutiny except as provided for in terms of the Promotion of Access of Information Act 2000 (Act No. 2 of 2000).
   b) Paragraph (a) i) does not apply to contracts in respect of which the financial obligation on the municipality is below a prescribed value.

4) This section may not be read as exempting the municipality from the provisions of Chapter 11 to the extent that those provisions are applicable in a particular case.

SECTION 90: DISPOSAL OF CAPITAL ASSETS

1) A municipal entity may not transfer ownership as a result of a sale or other transaction or otherwise dispose of a capital asset needed to provide the minimum level of basic municipal services.

2) A municipal entity may transfer ownership or otherwise dispose of a capital asset other than an asset contemplated in subsection (1), but only after the council of its parent municipality, in a meeting open to the public—

   (a) has decided on reasonable grounds that the asset is not needed to provide the minimum level of basic municipal services; and
   (b) has considered the fair market value of the asset and the economic and community value to be received in exchange for the asset.

3) A decision by a municipal council that a specific capital asset is not needed to provide the minimum level of basic municipal services may not be reversed by the municipality after that asset has been sold, transferred or otherwise disposed of.
4) A municipal council may delegate to the accounting officer of a municipal entity its power to make the determinations referred to in subsection (2)*(a)* and *(b)* in respect of movable capital assets of the entity below a value determined by the council.
5) Any transfer of ownership of a capital asset in terms of subsection (2) or (4) must be fair, equitable, transparent and competitive and consistent with the supply chain management policy which the municipal entity must have and maintain in terms of section 111.
6) This section does not apply to the transfer of a capital asset to a municipality or another municipal entity or to a national or provincial organ of state in circumstances and in respect of categories of assets approved by the National Treasury provided that such transfers are in accordance with a prescribed framework.

SECTION 110: APPLICATION OF THIS PART

Chapter 11 Part 1, which deals with supply chain management, applies to-

a) the procurement by a municipality of goods and services;
b) the disposal by a municipality of goods no longer needed;
c) the selection of contractors to provide assistance in the provision of municipal services otherwise than in the circumstances envisaged in Chapter 8 of the Municipal Systems Act; and
d) the selection of external mechanisms as referred in Section 80 of the Municipal Systems Act for the provision of municipal services in the circumstances contemplated in section 83 of that Act.

Except where specified, this part of the Act does not apply if a municipality contracts with another organ of state for:

a) the provision of goods and services to the municipality;
b) the provision of a municipal service or assistance in the provision of a municipal service; and
c) the procurement of goods and services under a contract secured by such other organ of state, provided that the relevant supplier has agreed to such procurement.

SECTION 111: SUPPLY CHAIN MANAGEMENT POLICY

Each municipality and municipal entity must have and implement a supply chain management policy which gives effect to the provisions of this part of the present Act.

SECTION 112: SUPPLY CHAIN MANAGEMENT POLICY TO COMPLY WITH PRESCRIBED FRAMEWORK

The supply chain management policy of a municipality must be fair, equitable, transparent, competitive and cost-effective and comply with a prescribed regulatory framework for municipal supply chain management, which must cover at least the following:

a) the range of supply chain management processes that municipalities and municipal entities may use, including tenders, quotations, auctions and other types or competitive bidding;
b) when a municipality may or must use a particular type of process;
c) procedures and mechanisms applicable to each type of process;
d) procedures and mechanisms for more flexible processes where the value of a contract is below a prescribed amount;
e) open and transparent pre-qualification processes for tenders or other bids;
f) competitive bidding processes in which only pre-qualified persons may participate,
g) bid documentation, advertising of and invitation for contracts;
h) procedures and mechanisms for:
    i. the opening, registering and recording of bids in the presence of interested persons;
    ii. the evaluation of bids to ensure best value for money;
    iii. negotiating the final terms of contracts; and
    iv. the approval of bids;
i) screening processes and security clearances for prospective contractors on tenders or other bids above a prescribed value;
j) compulsory disclosure of any conflicts of interests prospective contractors may have in specific tenders, and the exclusion of such prospective contractors from those tenders or bids;
k) participation in the supply chain management system of persons who are not officials of the municipality;
l) the barring of persons from participating in tendering or other bidding processes, including persons:
    i. who were convicted for fraud or corruption during the past 5 years;
    ii. who wilfully neglected, reneged or failed to comply with a government contract during the past 5 years; or
    iii. whose tax matters are not clearer by the South African Revenue Service;
m) measures for:
    i. combating fraud, corruption, favouritism and unfair and irregular practices in municipal supply chain management; and
    ii. promoting the ethics of officials and other role players involved in municipal supply chain management;

n) the invalidation of recommendations or decisions that were unlawfully or improperly made, taken or influenced, including recommendations or decisions that were made, taken or in any way influenced by:
    i. councillors in contravention of item 5 or 6 of the code of conduct for councillors set out in Schedule 1 to the Municipal Systems Act; or
    ii. municipal officials in contravention of item 4 or 5 of the code of conduct for municipal staff members set out in Schedule 2 to that Act;
o) the procurement of goods and services by municipalities or municipal entities through contracts procured by other organs of state;
p) contract management and dispute settling procedures: and
q) the delegation of municipal supply chain management powers and duties, including to officials.

The regulatory framework for municipal supply chain management must be fair, equitable, transparent, competitive and cost-effective.

SECTION 113: UNSOLICITED BIDS

A municipality is not obliged to consider an unsolicited bid received outside its normal bidding process.

If a municipality does decide to consider an unsolicited bid it may do so only in accordance with the prescribed framework.

SECTION 114: APPROVAL OF TENDERS NOT RECOMMENDED

If a tender other than the one recommended in the normal course of implementing the supply chain management policy is approved, the accounting officer of the municipality must, in writing, notify the Auditor-General, the provincial treasury and the national treasury and, in the case of a municipal entity, also the parent municipality, of the reasons for deviating from such recommendation.

The above requirements do not apply if a different tender is approved purely to rectify an irregularity.

SECTION 115: IMPLEMENTATION OF SYSTEM.

The accounting officer of a municipality must implement the supply chain management policy and must take all reasonable steps to ensure that proper mechanisms and separation of duties in the supply chain management system are in place to minimise the likelihood of fraud, corruption, favouritism and unfair and irregular practices.

No person may impede the accounting officer in fulfilling this responsibility.

SECTION 116: CONTRACTS AND CONTRACT MANAGEMENT

A contract or agreement procured through the supply chain management system must be in writing and must stipulate the terms and conditions of the contract or agreement, which must include provisions which allow for:

i. the termination of the contract or agreement in the case of non- or under- performance;
ii. dispute resolution mechanisms to settle disputes between the parties; and
iii. a periodic review of the contract or agreement once every 3 years in the case of a contract or agreement for longer than 3 years.

The accounting officer must:

a) take all reasonable steps to ensure that a contract or agreement procured through the supply chain management supply is properly enforced;
b) monitor on a monthly basis the performance of the contractor under the contract or agreement;
c) establish capacity in the administration to assist the accounting officer in carrying out the foregoing responsibilities. and in overseeing the day-to-day management of contracts and agreements; and
d) regularly report to the council or the board of directors, as the use may be, on the management of the contract or agreement and the performance of the contractor.

A contract or agreement procured through the supply chain management policy may be amended by the parties, but only after:

a) the reasons for the proposed amendment have been tabled in the council of the municipality or, in the case of the municipal entity, in the council of its parent municipality; and
b) the local community has been given reasonable notice of the intention to amend the contract or agreement, and has been invited to submit representations to the municipality.

SECTION 117: COUNCILLORS BARRED FROM SERVING ON MUNICIPAL TENDER COMMITTEES

No councillor of any municipality may be a member of a municipal bid committee or any other committee evaluating or approving tenders, quotations, contracts or other bids, nor attend any such meeting as an observer.

SECTION 118: INTERFERENCE

No person may interfere with the supply chain management system of the municipality, or amend or tamper with any tenders, quotations, contracts or bids after their submission.

SECTION 119: COMPETENCY LEVELS OF OFFICIALS INVOLVED IN
MUNICIPAL SUPPLY CHAIN MANAGEMENT (EFFECTIVE 1 JULY 2006)

The accounting officer and all other officials of the municipality involved in the implementation of the supply chain management policy must meet the prescribed competency levels. The municipality must provide resources or opportunities for the relevant training of the officials referred to in order to ensure that the prescribed competency levels are met.

ANNEXURE "E"

THE NATIONAL TREASURY

MUNICIPALITY / MUNICIPAL ENTITY

CODE OF CONDUCT FOR SUPPLY CHAIN MANAGEMENT PRACTITIONERS AND OTHER ROLE PLAYERS

In accordance with regulation 46(4) and 46(5) of the Local Government Municipal Finance Management Act, 2003: Municipal Supply Chain Management Regulations, the supply chain management policy of a municipality or municipal entity is required take into account the National Treasury's code of conduct for supply chain management practitioners and other role players. Alternatively a municipality or municipal entity may adopt the National Treasury code of conduct. When adopted, such code of conduct becomes binding on all officials and other role players involved in the implementation of the supply chain management policy of the municipality or municipal entity.

The purpose of this Code of Conduct is to promote mutual trust and respect and an environment where business can be conducted with integrity and in a fair and reasonable manner.

1 General Principles

1.1 The municipality commits itself to a policy of fair dealing and integrity in the conducting of its business. Officials and other role players involved in supply chain management (SCM) are in a position of trust, implying a duty to act in the public interest. Officials and other role players should not perform their duties to unlawfully gain any form of compensation, payment or gratuities from any person, or provider/contractor for themselves, their family or their friends.

1.2 Officials and other role players involved in SCM should ensure that they perform their duties efficiently, effectively and with integrity, in accordance with the relevant legislation, policies and guidelines. They should ensure that public resources are administered responsibly.

1.3 Officials and other role players involved in SCM should be fair and impartial in the performance of their functions. They should at no time afford any undue preferential treatment to any group or individual or unfairly discriminate against any group or individual. They should not abuse the power and authority vested in them.

2 Conflict of interest

2.1 An official or other role player involved with supply chain management –

(a) must treat all providers and potential providers equitably;
(b) may not use his or her position for private gain or to improperly benefit another person;
(c) may not accept any reward, gift, favour, hospitality or other benefit directly or indirectly, including to any close family member, partner or associate of that person, of a value more than R350;
(d) must declare to the accounting officer details of any reward, gift, favour, hospitality or other benefit promised, offered or granted to that person or to any close family member, partner or associate of that person;
(e) must declare to the accounting officer details of any private or business interest which that person, or any close family member, partner or associate, may have in any proposed procurement or disposal process, or in any award of a contract by the municipality;
(f) must immediately withdraw from participating in any manner whatsoever in a procurement or disposal process or in the award of a contract in which that person, or any close family member, partner or associate, has any private or business interest;
(g) must declare any business, commercial and financial interests or activities undertaken for financial gain that may raise a possible conflict of interest;
(h) should not place him/herself under any financial or other obligation to outside individuals or organizations that might seek to influence them in the performance of their official duties; and
(i) should not take improper advantage of their previous office after leaving their official position.

3 Accountability

3.1 Practitioners are accountable for their decisions and actions to the public.

3.2 Practitioners should use public property scrupulously.

3.3 Only accounting officers or their delegates have the authority to commit the to any transaction for the procurement of goods and / or services.

3.4 All transactions conducted by a practitioner should be recorded and accounted for in an appropriate accounting system. Practitioners should not make any false or misleading entries into such a system for any reason whatsoever.

3.5 Practitioners must assist the accounting officer in combating fraud, corruption, favouritism and unfair and irregular practices in the supply chain management system.

3.6 Practitioners must report to the accounting officer any alleged irregular conduct in the supply chain management system which that person may become aware of, including

(i) any alleged fraud, corruption, favouritism or unfair conduct;
(ii) any alleged contravention of the policy on inducements, rewards, gifts and favours to municipalities or municipal entities, officials or other role players; and
(iii) any alleged breach of this code of conduct.

3.7 Any declarations made must be recorded in a register which the accounting officer must keep for this purpose. Any declarations made by the accounting officer must be made to the mayor who must ensure that such declaration is recorded in the register.

4 Openness

4.1 Practitioners should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only if it is in the public interest to do so.

5 Confidentiality

5.1 Any information that is the property of the municipality or its providers should be protected at all times. No information regarding any bid / contract / bidder / contractor may be revealed if such an action will infringe on the relevant bidder's / contractor's personal rights.

5.2 Matters of confidential nature in the possession of officials and other role players involved in SCM should be kept confidential unless legislation, the performance of duty or the provisions of law requires otherwise. Such restrictions also apply to officials and other role players involved in SCM after separation from service**.**

6 Bid Specification / Evaluation / Adjudication Committees

6.1 Bid specification, evaluation and adjudication committees should implement supply chain management on behalf of the municipality in an honest, fair, impartial, transparent, cost-effective and accountable manner.

6.2. Bid evaluation / adjudication committees should be familiar with and adhere to the prescribed legislation, directives and procedures in respect of supply chain management in order to perform effectively and efficiently.

6.3 All members of bid adjudication committees should be cleared by the accounting officer at the level of "CONFIDENTIAL" and should be required to declare their financial interest annually.

6.4 No person should-

6.4.1 interfere with the supply chain management system of the municipality; or

6.4.2 amend or tamper with any price quotation / bid after its submission.

7 Combative Practices

7.1 Combative practices are unethical and illegal and should be avoided at all cost. They include but are not limited to:

(i) Suggestions to fictitious lower quotations;
(ii) Reference to non-existent competition;
(iii) Exploiting errors in price quotations / bids;
(iv) Soliciting price quotations / bids from bidders / contractors whose names appear on the Register for Tender Defaulters.

Notes:

CAPE WINELANDS DISTRICT
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

VIREMENT POLICY

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1. Definitions

1.1. "Accounting officer'' The municipal manager of a municipality is the accounting officer of the municipality in terms of section 60 of the MFMA

1.2. ''Approved budget'' means an annual budget approved by a municipal council.

1.3. "Budget-related policy'' means a policy of a municipality affecting or affected by the annual budget of the municipality

1.4. ''Chief financial officer'' means a person designated in terms of the MFMA who performs such budgeting, and other duties as may in terms of section 79 of the MFMA be delegated by the accounting officer to the chief financial officer.

1.5. "Capital Budget" This is the estimated amount for capital items in a given fiscal period. Capital items are fixed assets such as facilities and equipment, the cost of which is normally written off over a number of fiscal periods

1.6. ''Council'' means the council of a municipality referred to in section 18 of the Municipal Structures Act.

1.7. "Financial year" means a 12-month year ending on 30 June.

1.8. "Line Item" an appropriation that is itemized on a separate line in a budget adopted with the idea of greater control over expenditures

1.9. "Operating Budget" The Entity's financial plan, which outlines proposed expenditures for the coming financial year and estimates the revenues used to finance them.

1.10. "Ring Fenced" an exclusive combination of line items grouped for specific purposes for instance salaries and wages.

1.11. ''Service delivery and budget implementation plan'' means a detailed plan approved by the mayor of a municipality in terms of section 53(1) *(c)* (ii) for implementing the municipality's delivery of municipal services and its annual budget.

1.12. "Virement" is the process of transferring an approved budget allocation from one operating line item or capital project to another, with the approval of the relevant Manager and Council. To enable budget managers to amend budgets in the light of experience or to reflect anticipated changes.

1.13. ''Vote'' means one of the main segments into which a budget of a municipality is divided for the appropriation of funds for the different departments or functional areas of the municipality; and which specifies the total amount that is appropriated for the purposes of the department or functional area concerned**. [See annexure "A" for current Vote structure]**

2. Abbreviations

2.1. **CFO –** Chief Financial Officer
2.2. **IDP** – Integrated Development Plan
2.3. **MFMA** – Municipal Finance Management Act No. 56 of 2003
2.4. **SDBIP** - Service delivery and budget implementation plan
2.5. **CM –** Council Minute/'s

3. Objective

To allow limited flexibility in the use of budgeted funds to enable management to act on occasions such as disasters, unforeseen expenditure or savings, etc. as they arise to accelerate service delivery in a financially responsible manner.

4. Virement Clarification

Virement is the process of transferring budgeted funds from one line item number to another, with the approval of the relevant Manager and CFO, to enable budget managers to amend budgets in the light of experience or to reflect anticipated changes. (Section 28 (2) (c) MFMA)

5. Financial Responsibilities

Strict budgetary control must be maintained throughout the financial year in order that potential overspends and / or income under-recovery within individual vote departments are identified at the earliest possible opportunity. (Section 100 MFMA)

The Chief Financial Officer has a statutory duty to ensure that adequate policies and procedures are in place to ensure an effective system of financial control. The budget virement process is one of these controls. (Section 27(4) MFMA)

It is the responsibility of each manager or head of a department or activity to which funds are allotted, to plan and conduct assigned operations so as not to expend more funds than budgeted. In addition, they have the responsibility to identify and report any irregular or fruitless and wasteful expenditure in terms of the MFMA sections 78 and 102.

6. MFMA Regulation on Budget versus Expenditure

6.1 The MFMA regulates as follows regarding the incurring of expenditure against budgetary provisions.

6.1.1 Section 15 – Appropriation of funds for expenditure

"A Municipality may, except where otherwise provided in this Act, incur expenditure only-

a) in terms of an approved budget; and
b) within the limits of the amounts appropriated for the different votes in an approved budget."

6.1.2 Unauthorized Expenditure (MFMA Definition)

"in relation to a municipality, means any expenditure incurred by a municipality otherwise than in accordance with section 15 or 11(3), and includes-

a) overspending of the total amount appropriated in the municipality's approved budget;
b) overspending of the total amount appropriated for a vote in the approved budget;
c) expenditure from a vote unrelated to the department or functional area covered by the vote;
d) expenditure of money appropriated for a specific purpose, otherwise than for that specific purpose;
e) spending of an allocation referred to in paragraph (b), (c) or (d) of the definition of "allocation" otherwise than in accordance with any conditions of the allocation; or
f) a grant by the municipality otherwise than in accordance with this Act;"

6.1.3 Overspending (MFMA Definition)

"a) in relation to the budget of a municipality, means causing the operational or capital expenditure incurred by the municipality during a financial year to

exceed the total amount appropriated in that year's budget for its operational or capital expenditure, as the case may be;

b) *in relation to a vote, means causing expenditure under the vote to exceed the amount appropriated for that vote; or*

c) *in relation to expenditure under section 26, means causing expenditure under that section to exceed the limits allowed in subsection (5) of that section;"*

7. Virement Restrictions

7. 1. No funds may be viremented between votes (GFS Classifications) without approval of Council during and Adjustments Budget process.

7. 2. Virements may not exceed a maximum of 0.1% of the total approved operating expenditure budget

7.3. A virement may not create new policy, significantly vary current policy, or alter the approved outcomes / outputs as approved in the IDP for the current or subsequent years. (section 19 and 21 MFMA)

7.4. Virements resulting in adjustments to the approved SDBIP need to be submitted with an adjustments budget to the Council with altered outputs and measurements for approval. (MFMA Circular 13 page 3 paragraph 3)

7.5. No virement may commit the Municipality to increase recurrent expenditure, which commits the Council's resources in the following financial year, without the prior approval of the Mayoral Committee.

7.5.1. This refers to expenditures such as entering into agreements into lease or rental agreements such as vehicles, photo copier's or fax machines

7.6. No virement may be made where it would result in over expenditure. (section 32 MFMA)

7.7. No virement shall add to the establishment of the Municipality without the approval of Municipal Manager.

7.8. If the virement relates to an increase in the work force establishment, then the Council's existing recruitment policies and procedures will apply.

7.9. Virements may not be made in respect of ring-fenced allocations.

7.10. Budget may not be transferred from Support service (interdepartmental) costs, Capital financing, Depreciation, Contributions, Grant Expenditure and Income Foregone.

7.11. Budget may only be transferred from Salaries if approved by the CFO.

7.12. Virements in capital budget allocations are only permitted within specified action plans and not across funding sources and must in addition have comparable asset lifespan classifications.

7.13. No virements are permitted in the first three months or the final month of the financial year without the express agreement of the CFO.

7.14. Virement amounts may not be rolled over to subsequent years, or create expectations on following budgets. (Section 30 MFMA)

7.16. An approved virement does not give expenditure authority and all expenditure resulting from approved virements must still be subject to the

procurement/supply chain management policy of Council as periodically reviewed.
7.17. Virements may not be made between Expenditure and Income.

8. Virement Procedure
8.1. All virement proposals must be in the form of an item to be submitted to council for their notification.
8.2. The following information should be provided in the item:
8.2.1 A sound motivation why veriment is necessary
8.2.2 Current budget amount of the transferring line item as well as the new budget amount should the transfer be approved.
8.2.3 Current budget amount of the receiving line item as well as the new budget amount should the transfer be approved.
8.3. Virements in excess of R100,000 with a maximum as determined under section 7.2 requires the approval of the Chief Financial Officer. (Section 79 MFMA)
8.4 Veriments must be reflected on the SDBIP.

9. Process and Accountability
9.1 Accountability to ensure that veriment applications are completed in accordance with Council's veriment policy and are not in conflict with the directorate's strategic objectives, manifests with the head of the relevant department.
9.2 Completed veriment documentation is to be effected by the Deputy Director: Financial Services – Budget and Finance
9.3. Veriments approved and processed will be reported for information to the Executive Mayor on a monthly basis.

10. Sources
Municipal Finance Management Act No. 56 Of 2003
MFMA Circular No.13 - Service Delivery and Budget Implementation Plan
Mark Pearson National Treasury Advisor
Airedale Primary Care Trust Budget Virement Policy: 2004-5 UK
George Mason University Virginia USA

Annexure A

Vote Structure

1600

Vote	Cost Centre	
	Code	Description
Economic Development	1600	Manag.: Economic Dev. & Planning
	1004	Local Economic Development
Tourism	1103	Tourism
Land- Use & Spatial Planning	1521	Land-use and Spatial Planning
	1522	Environmental Planning
Corporate services	1102	Admin. Support Services
	1100	Corporate Services
	1010	Public Relations
	1110	Human Resources Management
	1164	Property Management
	1166	Communication / Telephone
	1310	Transport Pool
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Cape Winelands District Municipality

Budget Policy

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DEFINITIONS

"Accounting Officer"
(a) means the City Manager;

"Allocation", means
(a) a municipality's share of the local government's equitable share referred to in section 214(l) (a) of the Constitution;
(b) an allocation of money to a municipality in terms of section 214(1) (c) of the Constitution;
(c) an allocation of money to a municipality in terms of a provincial budget; or
(d) any other allocation of money to a municipality by an organ of state, including by another municipality, otherwise than in compliance with a commercial or other business transaction;

"Annual Division of Revenue Act" means the Act of Parliament, which must be enacted annually in terms of section 214 (1) of the Constitution;

"Approved budget," means an annual budget
(a) approved by a municipal council in terms of section 24 of the MFMA, or
(b) includes such an annual budget as revised by an adjustments budget in terms of section 28 of the MFMA;

"Basic Municipal Service" means a municipal service that is necessary to ensure an acceptable and Reasonable quality of life and which, if not provided, would endanger public health or safety or the environment;

"Budget-related Policy" means a policy of a municipality affecting or affected by the annual budget of the municipality, including
(a) the tariffs policy, which the municipality must adopt in terms of section 74 of the Municipal Systems Act;
(b) the rates policy which the municipality must adopt in terms of section 3 of the municipal property rates Act;
(c) the credit control and debt collection policy, which the municipality must adopt in terms of section 96 of the Municipal Systems Act;
(d) the cash management and investment policy which the municipality must adopt in terms of section 13(2) of the Act;
(e) a borrowing policy which must comply with Chapter 6 of the Act;
(f) a funding and reserves policy;
(g) a policy related to the long-term financial plan;
(h) the supply chain management policy which the municipality is required o adopt in terms of section 111 of the Act;
(i) any policies dealing with the management and disposal of assets;
(j) any policies dealing with infrastructure investment and capital projects, including –
    (i) the policy governing the planning and approval of capital projects; and
    (ii) the policy on developer contributions for property developments;
(k) the indigents policy of the municipality;
(l) any policies related to the provision of free basic services;

(m) any policies related to budget implementation and monitoring including –
    (i) a policy dealing with the shifting of funds within votes;
    (ii) a policy dealing with unforeseen and unavoidable expenditure; and
    (iii) policies dealing with management and oversight;
(n) any policies related to the managing electricity and water including -
    (i) a policy related to the management of losses; and
    (ii) a policy to promote conservation and efficiency;
(o) any polices related to personnel including polices on overtime, vacancies and temporary staff;
(p) any policies dealing with municipal entities, including –
(i) the service delivery agreement; and
(ii) the dividend preference of the municipality; and
(q) any other budget-related or financial management policies of the municipality.

"Budget transfer" means transfer of funding within a function / vote.

"Budget Year" means the financial year of the municipality for which an annual budget is to be approved in terms of section 16(1) of the MFMA;

“chief financial officer” means a person designated in terms of section 80(2) (a) of the MFMA;

“councillor” means a member of a municipal council;

"creditor", means a person to whom money is owed by the municipality;

"current year" means the financial year, which has already commenced, but not yet ended;

"delegation", in relation to a duty, includes an instruction or request to perform or to assist in performing the duty;

"financial recovery plan" means a plan prepared in terms of section 141 of the MFMA

"financial statements", means statements consisting of at least
(a) a statement of financial position;
(b) a statement of financial performance;
(c) a cash-flow statement;
(d) any other statements that may be prescribed; and
(e) any notes to these statements;

"financial year" means a twelve months period commencing on 1 July and ending on 30 June each year

"financing agreement" includes any loan agreement, lease, and installment purchase contract or hire purchase arrangement under which a municipality undertakes to repay a long-term debt over a period of time;

"fruitless and wasteful expenditure" means expenditure that was made in vain and would have been avoided had reasonable care been exercised;

"irregular expenditure", means

(a) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in Accordance with, a requirement of the MFMA Act, and which has not been condoned in terms of section 170 of the MFMA;

(b) expenditure incurred by a municipality or municipal entity in contravention of, or that is not In accordance with, a requirement of the Municipal Systems Act, and which has not been condoned in terms of that Act;

(c) expenditure incurred by a municipality in contravention of, or that is not in accordance with, a requirement of the Public Office-Bearers Act, 1998 (Act No. 20 of 1998); or

(d) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of the supply chain management policy of the municipality or entity or any of the municipality's by-laws giving effect to such policy, and which has not been condoned in terms of such policy or by-law, but excludes expenditure by a municipality which falls within the definition of "unauthorized expenditure";

"investment", in relation to funds of a municipality, means

(a) the placing on deposit of funds of a municipality with a financial institution; or

(b) the acquisition of assets with funds of a municipality not immediately required, with the primary aim of preserving those funds;

"lender", means a person who provides debt finance to a municipality;

"local community" has the meaning assigned to it in section 1 of the Municipal Systems Act;

"Municipal Structures Act" means the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998);

"Municipal Systems Act" means the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000);

"long-term debt" means debt repayable over a period exceeding one year;

"executive mayor" means the councillor elected as the executive mayor of the municipality in terms of section 55 of the Municipal Structures Act;

"municipal council" or "council" means the council of a municipality referred to in section 18 of the Municipal Structures Act;

"municipal debt instrument" means any note, bond, debenture or other evidence of indebtedness issued by a municipality, including dematerialised or electronic evidence of indebtedness intended to be used in trade;

"municipal entity" has the meaning assigned to it in section 1 of the Municipal Systems Act (refer to the MSA for definition);

"municipality"
(a) when referred to as a corporate body, means a municipality as described in section 2 of the Municipal Systems Act; or
(b) when referred to as a geographic area, means a municipal area determined in terms of the Local Government: Municipal Demarcation Act, 1998 (Act No. 27 of 1998);

"accounting officer" means a person appointed in terms of section 82(l) (a) or (b) of the Municipal Structures Act;

"municipal service" has the meaning assigned to it in section 1 of the Municipal Systems Act (refer to the MSA for definition);

"municipal tariff" means a tariff for services which a municipality may set for the provision of a service to the local community, and includes a surcharge on such tariff;

"municipal tax" means property rates or other taxes, levies or duties that a municipality may impose;

"National Treasury" means the National Treasury established by section 5 of the Public Finance Management Act;

"official", means
(a) an employee of a municipality or municipal entity;
(b) a person seconded to a municipality or municipal entity to work as a member of the staff of the municipality or municipal entity; or
(c) a person contracted by a municipality or municipal entity to work as a member of the staff of the municipality or municipal entity otherwise than as an employee;

"overspending"
(a) means causing the operational or capital expenditure incurred by the municipality during a financial year to exceed the total amount appropriated in that year's budget for its operational or capital expenditure, as the case may be;
(b) in relation to a vote, means causing expenditure under the vote to exceed the amount appropriated for that vote; or
(c) in relation to expenditure under section 26 of the MFMA, means causing expenditure under that section to exceed the limits allowed in subsection (5) of this section;

"past financial year" means the financial year preceding the current year;

"quarter" means any of the following periods in a financial year:
(a) 1 July to 30 September;
(b) 1 October to 31 December;
(c) 1 January to 31 March; or
(d) 1 April to 30 June;

"service delivery and budget implementation plan" means a detailed plan approved by the executive mayor of a municipality in terms of section 53(l)(c)(ii) of the MFMA for implementing the municipality's delivery of municipal services and its annual budget, and which must indicate

(a) projections for each month of-
    (i) revenue to be collected, by source; and
    (ii) operational and capital expenditure, by vote;
(b) service delivery targets and performance indicators for each quarter; and
(c) any other matters that may be prescribed, and includes any revisions of such plan by the executive mayor in terms of section 54(l) (c) of the MFMA;

"short-term debt" means debt repayable over a period not exceeding one year;

"standards of generally recognised accounting practice", means an accounting practice complying with standards applicable to municipalities or municipal entities as determined by the Accounting Standards Board

"unauthorised expenditure", means any expenditure incurred by a municipality otherwise than in accordance with section 15 or 11(3) of the MFMA, and includes

(a) overspending of the total amount appropriated in the municipality's approved budget;
(b) overspending of the total amount appropriated for a vote in the approved budget;
(c) expenditure from a vote unrelated to the department or functional area covered by the vote;
(d) expenditure of money appropriated for a specific purpose, otherwise than for that specific purpose;
(e) spending of an allocation referred to in paragraph (b), (c) or (d) of the definition of "allocation" otherwise than in accordance with any conditions of the allocation; or
(f) a grant by the municipality otherwise than in accordance with the MFMA;

"virement" means transfer of funds between functions / votes

"vote" means

(a) one of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the municipality; and
(b) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned.

1. INTRODUCTION

In terms of the Municipal Finance Management Act, No. 56 of 2003, Chapter 4 on Municipal Budgets, subsection (16), states that the council of a municipality must for each financial year approve an annual budget for the municipality before the commencement of that financial year. According to subsection (2) of the Act concerned, in order to comply with subsection (1), the executive mayor of the municipality must table the annual budget at a council meeting at least 90 days before the start of the budget year. This policy must be read, analysed, explained, interpreted, implemented and understood against this legislative background. The budget plays a critical role in an attempt to realise diverse community needs. Central to this, the formulation of a municipality budget must take into account the government's macro-economic and fiscal policy fundamentals. In brief, the conceptualisation and the operationalisation of the budget must be located within the national government's policy framework.

2. OBJECTIVE

The objective of the budget policy is to set out:

- The principles which the municipality will follow in preparing each medium term revenue and expenditure framework budget,
- The responsibilities of the executive mayor, the accounting officer, the chief financial officer and other senior managers in compiling the budget
- To establish and maintain procedures to ensure adherence to the Cape Winelands District Municipality's IDP review and budget processes.

3. BUDGETING PRINCIPLES

- The municipality shall not budget for a cash deficit and should also ensure that revenue projections in the budget are realistic taking into account actual collection levels.
- Expenses may only be incurred in terms of the approved annual budget (or adjustments budget) and within the limits of the amounts appropriated for each vote in the approved budget.
- The municipality shall prepare a three-year budget (medium term revenue and expenditure framework (MTREF)) that would be reviewed annually and approved by Council.
- The MTREF budget must at all times be within the framework of the Municipal Integrated Development Plan.

4. BUDGET PREPARATION PROCESS

4.1. Formulation of the budget

(a) The Accounting Officer with the assistance of the Chief Financial Officer, Manager Financial Administration and the Manager IDP shall draft the IDP process plan as well as the budget timetable for the municipality including municipal entities for the ensuing financial year.

(b) The executive mayor shall table the IDP process plan as well as the budget timetable to Council not later than 31 August of each year for approval (10 months before the start of the next budget year).

(c) IDP process plan as well as the budget timetable shall indicate the key deadlines for the review of the IDP as well as the preparation of the medium term revenue and expenditure framework budget and the revision of the annual budget. Such target dates shall follow the prescriptions of the Municipal Finance Management Act, Municipal Budget and reporting regulations as well as the guidelines set by National Treasury.

(d) The Executive Mayor shall convene a strategic workshop in September/October with the mayoral committee and senior managers in order to determine the IDP priorities which will form the basis for the preparation of the MTREF budget taking into account the financial and political pressures facing the municipality. The executive mayor shall table the IDP priorities with the draft budget to Council.

(e) The Executive Mayor shall table the draft IDP and MTREF budget to council by 31 March of each year (90 days before the start of the new budget year) together with the draft resolutions and budget related policies.

(f) The Chief Financial Officer and senior managers undertake the technical preparation of the budget.

(g) The budget must be in the prescribed format by National Treasury, and must be divided into capital and operating budget.

(h) The budget must reflect the realistically expected revenues by major source for the budget year concerned.

(i) The expenses reflected in the budget must be divided into items.

(j) The budget must contain the information related to the two financial years following the financial year to which the budget relates, as well as the estimated revenues and expenses for the current year and the two prior year actual revenue and expenditures.

4.2. Public participation process

Immediately after the draft annual budget has been tabled, the municipality must convene hearings on the draft budget in April and invite the public, stakeholder organisations, to make representation at the council hearings and to submit comments in response to the draft budget.

4.3. Approval of the budget

(a) Council shall consider the next medium term expenditure framework budget for approval not later than 31 May (30 days before the start of the budget year).

(b) The council resolution, must contain budget related policies and performance measures to be adopted.

(c) Should the municipality fail to approve the budget before the start of the budget year, the executive mayor must inform the MEC for Finance that the budget has not been approved.

(d) The budget tabled to Council for approval shall include the following supporting documents:

i. draft resolutions approving the budget;

ii. and levying property rates, other taxes and tariffs for the financial year concerned;

iii. measurable performance objectives for each budget vote, taking into account the municipality's IDP;
iv. the projected cash flows for the financial year by revenue sources and expenditure votes;
v. any proposed amendments to the IDP;
vi. any proposed amendments to the budget-related policies;
vii. the cost to the municipality of the salaries, allowances and other benefits of its political office bearers and other councillors, the accounting officer, the chief financial officer, and other senior managers;
viii. particulars of any proposed allocations or grants to other municipalities, municipal entities, external mechanisms assisting the municipality in service delivery, other organs of state, and organisations such as Non-Governmental Organisations, welfare institutions and so on;
ix. particulars of the municipality's investments; and
x. various information in regard to municipal entities under the shared or sole control of the municipality

4.4. Publication of the budget

(a) Within 14 days after the draft annual budget has been tabled, the Director must post the budget and other budget-related documentation onto the municipal website so that it is accessible to the public.

(b) The Chief Financial Officer must within 14 days after the draft annual budget is tabled:
- (i) submit the approved budget in both printed and electronic formats to the National Treasury,
  the Provincial Treasury as well as post it on the municipal website.
- (ii) ensure that a newspaper advertisement is placed that the draft budget is available at the Municipal offices and available for comments.

4.5. Service Delivery and Budget Implementation Plan (SDBIP)

(a) The Executive mayor must approve the Service Delivery and Budget Implementation Plan not later than 28 days after the approval of the Budget by Council.

(b) The SDBIP shall include the following components:
- (i) Monthly projections of revenue to be collected for each source
- (ii) Monthly projections of expenditure (operating and capital) and revenue for each vote
- (iii) Quarterly projections of service delivery targets and performance indicators for each vote
- (iv) Ward information for expenditure and service delivery
- (v) Detailed capital works plan broken down by ward over three years

5. CAPITAL BUDGET

(a) Expenditure of a project shall be included in the capital budget if it meets the asset definition i.e. if it results in an asset being acquired or created and has a useful life in excess of one year.

(b) The capital budget shall distinguish between replacement and new assets.

(c) A municipality may spend money on a capital project only if the money for the project has been appropriated in the capital budget.

(d) The envisaged sources of funding for the capital budget must be properly considered and the Council must be satisfied that this funding is available and has not been committed for other purposes.

(e) Before approving a capital project, the Council must consider:

(i) the projected cost of the project over all the ensuing financial years until the project becomes operational,

(ii) future operational costs and any revenues, which may arise in respect of such project, including the likely future impact on operating budget (i.e. on property rates and service tariffs).

(f) Before approving the capital budget, the council shall consider:

(i) the impact on the present and future operating budgets of the municipality in relation to finance charges to be incurred on external loans,

(ii) depreciation of fixed assets,

(iii) maintenance of fixed assets, and

(iv) any other ordinary operational expenses associated with any item on such capital budget.

(g) Council shall approve the annual or adjustment capital budget only if it has been properly cash funded.

(h) The capital expenditure shall be funded from the following sources:

(i) Revenue or Surplus

- If any project is to be financed from revenue this financing must be included in the cash budget to raise sufficient cash for the expenditure.
- If the project is to be financed from surplus there must be sufficient cash available at time of execution of the project.

(ii) External loans

- External loans can be raised only if it is linked to the financing of an asset;
- A capital project to be financed from an external loan can only be included in the budget if the loan has been secured or if can be reasonably assumed as being secured;
- The loan redemption period should not exceed the estimated life span of the asset. If this happens the interest payable on the excess redemption period shall be declared as fruitless expenditure;
- Interest payable on external loans shall be included as a cost in the operating budget;
- Finance charges relating to such loans shall be charged to or apportioned only between the departments or votes to which the projects relate.

Capital Replacement Reserve (CRR)

- Council shall establish a CRR for the purpose of financing capital projects and the acquisition of assets.
  Such reserve shall be established from the following sources of revenue:

  - inappropriate cash-backed surpluses to the extent that such surpluses are not required for operational purposes;
  - interest on the investments of the CRR, appropriated in terms of the investments policy;
  - additional amounts appropriated as contributions in each annual or adjustments budget; and
  - interact on investments of un-utilised grants;
  - only VAT claimed back on grants and subsidies; and
  - Sale of land and profit or loss on the sale of assets.

- Before any asset can be financed from the CRR the financing must be available within the reserve and available as cash as this fund must be cash backed;
- If there is insufficient cash available to fund the CRR this reserve fund must then be adjusted to equal the available cash;

- Transfers to the CRR must be budgeted for in the cash budget

Grant Funding

- Non capital expenditure funded from grants
  - must be budgeted for as part of the revenue budget;
  - Expenditure must be reimbursed from the funding creditor and transferred to the operating and must be budgeted for as such.
  - Capital expenditure must be budgeted for in the capital budget;
- Grant funding does not need to be cash backed but cash should be secured before spending can take place.
- All unutilized grants received must be ring fenced and cash backed by means of an investment.

6. OPERATING BUDGET

(a) The municipality shall budget in each annual and adjustments budget for the contribution to:
  (i) provision for accrued leave entitlements equal to 100% of the accrued leave
  (ii) entitlement of officials as at 30 June of each financial year,
  (iii) provision for the impairment of debtors taking into account prior year, current year improvements and future improvement in debt collection percentages.
  (iv) provision for the obsolescence and deterioration of stock in accordance with its stores management policy
  (v) Depreciation and finance charges shall be charged to or apportioned only between the departments or votes to which the projects relate.

(vi) At least 5% of the operating budget component of each annual and adjustments ` budget shall be set aside for maintenance.

(b) When considering the draft annual budget, council shall consider the impact, which the proposed increases in rates and service tariffs will have on the monthly municipal accounts of households.

(c) The impact of such increases shall be assessed on the basis of a fair sample of randomly selected accounts.

(d) The operating budget shall reflect the impact of the capital component on:
- depreciation charges
- repairs and maintenance expenses
- interest payable on external borrowings.
- other operating expenses.

(e) The chief financial officer shall ensure that the cost of indigent relief is separately reflected in the appropriate votes.

7. FUNDING OF CAPITAL AND OPERATING BUDGET

(a) The budget may be financed only from:
(i) realistically expected revenues, based on current and previous collection levels;
(ii) cash-backed funds available from previous surpluses where such funds are not required for other purposes; and
(iii) borrowed funds in respect of the capital budget only.

8. UNSPENT FUNDS / ROLL OVER OF BUDGET

(a) The appropriation of funds in an annual or adjustments budget will lapse to the extent that they are unspent by the end of the relevant budget year, but except for funds relating to capital expenditure.

(b) Only unspent grant (if the conditions for such grant funding allows that) or loan funded capital budget may be rolled over to the next budget year

(c) Conditions of the grant fund shall be taken into account in applying for such roll over of funds

(d) Application for roll over of funds shall be forwarded to the budget office by the 15th of April each year to be included in next year's budget for adoption by Council in May.

(e) No funding for projects funded from the Capital Replacement Reserve shall be rolled over to the next budget year except in cases where a commitment has been made at least 30 days (31 May each year) prior the end of that particular financial year.

(f) No unspent operating budget shall be rolled over to the next budget year

9. BUDGET TRANSFERS AND VIREMENTS

Budget transfers and Virement are dealt with in terms of the councils Budget Virement Policy.

10. ADJUSTMENT BUDGET

Each adjustments budget shall reflect realistic excess, however nominal, of current revenues over expenses.

(a) The chief financial officer shall ensure that the adjustments budgets comply with the requirements of the National Treasury reflect the budget priorities determined by the executive mayor, are aligned with the IDP, and comply with all budget-related policies, and shall make recommendations to the executive mayor on the revision of the IDP and the budget-related policies where these are indicated.

(b) Council may revise its annual budget by means of an adjustments budget in terms of section 28 of the MFMA and according to the timelines of the Municipal Budget and reporting regulations section 23.

(c) The Accounting Officer must promptly adjust its budgeted revenues and expenses if a material under-collection of revenues arises or is apparent.

(d) The Accounting Officer shall appropriate additional revenues, which have become available but only to revise or accelerate spending programmes already budgeted for or any areas of critical importance identified by Council.

(e) The Council shall in such adjustments budget, and within the prescribed framework, confirm unforeseen and unavoidable expenses on the recommendation of the Executive Mayor.

(f) An adjustments budget must contain all of the following:
- (i) an explanation of how the adjustments affect the approved annual budget;
- (ii) appropriate motivations for material adjustments; and
- (iii) an explanation of the impact of any increased spending on the current and future annual budgets.

(g) Any inappropriate surplus from previous financial years, even if fully cash-backed, shall not be used to balance any adjustments budget, but shall be appropriated to the municipality's capital replacement reserve.

(h) Municipal taxes and tariffs may not be increased during a financial year except if required in terms of a financial recovery plan.

(i) Unauthorised expenses may be authorised in an adjustments budget.

(j) In regard to unforeseen and unavoidable expenditure, the following apply:

(i) the Executive mayor may authorise such expenses in an emergency or other exceptional circumstances in terms of Section 29 of the MFMA;

(ii) the authorized amount may not exceed 4 % of the approved own revenue included in the annual budget in respect of such unforeseen and unavoidable expenses;

(iii) these expenses must be reported by the Executive mayor to the next Council meeting;

(iv) the expenses must be appropriated in an adjustments budget; and

(v) Council must pass the adjustments budget within sixty days after the expenses were incurred.

11. BUDGET IMPLEMENTATION

11.1 Monitoring

(a) The accounting officer with the assistance of the chief financial officer and other senior managers is responsible for the implementation of the budget, and must take reasonable steps to ensure that:

- funds are spent in accordance with the budget;
- expenses are reduced if expected revenues are less than projected; and
- revenues and expenses are properly monitored.

(b) The Accounting officer with the assistance of the chief financial officer must prepare any adjustments budget when such budget is necessary and submit it to the Executive mayor for consideration and tabling to Council.

(c) The Accounting officer must report in writing to the Council any impending shortfalls in the annual revenue budget, as well as any impending overspending, together with the steps taken to prevent or rectify these problems.

11.2 Reporting

11.2.1 Monthly budget statements

(a) The accounting officer with the assistance of the chief financial officer must, not later than ten working days after the end of each calendar month, submit to the Executive mayor and Provincial and National Treasury a report in the prescribed format on the state of the municipality's budget for such calendar month, as well as on the state of the budget cumulatively for the financial year to date.

Budget Policy

This report must reflect the following:

(i) actual revenues per source, compared with budgeted revenues;
(ii) actual expenses per vote, compared with budgeted expenses;
(iii) actual capital expenditure per vote, compared with budgeted expenses;

(iv) actual borrowings, compared with the borrowings envisaged to fund the capital budget;
(v) the amount of allocations received, compared with the budgeted amount;
(vi) actual expenses against allocations, but excluding expenses in respect of the equitable share;
(vii) explanations of any material variances between the actual revenues and expenses as indicated above and the projected revenues by source and expenses by vote as set out in the service delivery and budget implementation plan;
(viii) the remedial or corrective steps to be taken to ensure that the relevant projections remain within the approved or revised budget; and
(ix) projections of the revenues and expenses for the remainder of the financial year, together with an indication of how and where the original projections have been revised.

(b) The report to the National Treasury must be both in electronic format and in a signed written document.

11.2.2 Quarterly Reports

(a) The Executive mayor must submit to Council within thirty days of the end of each quarter a report on the implementation of the budget and the financial state of affairs of the municipality.

11.2.3 Mid-year budget and performance assessment

(a) The Accounting officer must assess the budgetary performance of the municipality for the first half of the financial year, taking into account all the monthly budget reports for the first six months, the service delivery performance of the municipality as against the service delivery targets and performance indicators which were set in the service delivery and budget implementation plan.
(b) The Accounting officer must then submit a report on such assessment to the Executive mayor by 25 January each year and to Council, Provincial Treasury and National Treasury by 31 January each year.
(c) The Accounting officer may in such report make recommendations after considering the recommendation of the Chief Financial Officer for adjusting the annual budget and for revising the projections of revenues and expenses set out in the service delivery and budget implementation plan.

12. CONCLUSION

The Director Corporate Services must place on the municipality's official website the following:

- the annual and adjustments budgets and all budget-related documents;
- all budget-related policies;
- the integrated development plan
- the annual report;
- all performance agreements;
- all service delivery agreements;
- all long-term borrowing contracts;
- all quarterly and mid-year reports submitted the Council on the implementation of the budget and the financial state of affairs of the municipality.

CAPE WINELANDS DISTRICT MUNICIPALITY

FUNDING AND RESERVES POLICY

LEGISLATIVE CONTEXT

This policy is mandated by Section 8 of the Local Government: Municipal Budget and Reporting Regulations which is made in terms of section 168 of the Municipal Finance Management Act, 2003, (Act No. 56 of 2003).

OBJECTIVE

This policy intends to set out the assumptions and methodology for estimating the following:
a) Projected billings, collections and all direct revenues;
b) The provision for revenue that will not be collected;
c) The funds the municipality can expect to receive from investments;
d) The proceeds the municipality can expect to receive from the transfer or disposal of assets;
e) The municipality's borrowing requirements; and
f) The funds to be set aside in reserves

GUIDING PRINCIPLES

The Cape Winelands District Municipality 's Funding and Reserves Policy is based on the following principles:
- Affordability,
- Financial sustainability
- Equity, and
- Efficacy

UNDERLYING POLICIES AND APPLICATION

Projected billings, collections and direct revenue

These projections are prepared in accordance to the following annual approved Council policies:

- The Rates Policy which sets out the manner in which the Cape Winelands District Municipality may impose rates on property.
- The Credit Control policy, Debt Collection Policy and Indigent Policy.
-Tariff Policy which guides the annual setting (or revision) of tariffs, hence the policy does not make specific tariff proposals, nor does it deal in any detail with the implementation of specific tariff proposals. The policy is applicable to all tariffs for services provided by the Cape Winelands District Municipality.

The objective of these policies are as follows:

- focus on all outstanding debt as raised on the debtor's account;
- provide for a common credit control and debt collection policy;
- promote a culture of good payment habits amongst debtors and instill a sense of responsibility towards the payment of accounts and reducing municipal debt;
- subject to the principles provided for in this Policy, use innovative, cost effective, efficient and appropriate methods to collect as much of the debt in the shortest possible time without any interference in the process.
- effectively and efficiently deal with defaulters in accordance with the terms and conditions of this policy.

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The provision for revenue that will not be collected

The Bad Debts Provision Policy, which is reviewed annually, underpins the manner in which the Cape Winelands District Municipality makes provision for revenue that will not be collected within a financial year.

The funds the municipality can expect to receive from investments

The Cape Winelands District Municipality has a Cash Management and Investment Policy which purpose is to secure the sound and sustainable management of the Cape Winelands District Municipality's surplus cash and investments. It is calculated based on the Budgeted cash-flow, taking into consideration the timing of anticipated inflows and outflows of cash during the year.

The proceeds the municipality can expect to receive from the transfer or disposal of assets

This methodology is governed by the Asset Management Policy and the Supply Chain Management Policy.

The municipality's borrowing requirements

The Council's borrowing requirements are determined in accordance with the Council's affordability thereof.

The funds to be set aside in reserves

The funds to be set aside in reserves are subject to affordability.

ANNEXURE C

Cape Winelands District Municipality

PARTICULARS OF THE INVESTENTS AS PRESCRIBED BY SECTION

Invested as at 31 March 2011 at the following A1 Banks as prescribed by Council's Investment Policy:

ABSA	R	143 523 683.00
FNB	R	50 000 000.00
INVESTEC	R	78 000 000.00
NEDCOR	R	78 000 000.00
STANDARD BANK	R	70 000 000.00
TOTAL INVESTMENTS	**R**	**419 523 683.00**

ANNEXURE D

1. LIST OF LTA BENEFICIARIES FOR PROJECTS

TOWN	CONTACT PERSON	CONTACT DETAILS	BUDGET
Breederiver Winelands Ashton/McGregor	Mariette Barnes	023 – 615 8038 023 – 615 1563 (f) mariette@breeland.gov.za	R 10 000
Ceres	Shirley Wagenaar	023 – 316 1287/ 316 1051 023 – 312 3708 (f) manager@ceres.org.za	R 10 000
De Doorns	Melanie Viljoen	023 – 356 2041 023 – 356 3391 (f) hvtourism@telkomsa.net	R 10 000
Franschhoek	Tania Steyn Jenny Prinsloo	021 – 876 3603 021 – 876 2768 (f) ceo@franschhoek.org.za	R 10 000
Dwars River Valley Tourism / Pniel	Doreen Carolissen	021 885 2662 021 885 2661 dwarsriver@telkomsa.net	R 10 000
Montagu	Mariza Klein	023 – 614 2471 023 – 614 2471 (f) info@montagu-ashton.info	R 10 000
Paarl	Riana Dempers	021 – 872 4842 / 872 6737 021 – 872 9376 (f) paarlinfo@drakenstein.gov.za	R 10 000
Breedekloof	Melody Botha	023 – 349 1791 023 – 349 1720 (f) melody@breedekloof.com	R 10 000
Robertson	Lettie van Zyl Cell: 082 332 8691	023 – 626 4437 023 – 626 4290 (f) info@robertson.org.za	R 10 000
McGregor	Maggie		R 10 000
Stellenbosch	Adele Toua	021 – 883 3584 021 – 883 8017 (f)	R 10 000

Tulbagh	Patty Nieuwoudt Cell: 072 159 4533	023 – 230 1348 023 – 230 1348 (f) tulbaghinfo@lando.co.za	**R 10 000**
Wolseley	Marie Loubser Cell: 082 835 7625	023 – 231 1021 023 – 231 1361 (f) wolstourism@witzenberg.gov.za	**R 10 000**
Wellington	Jo Ann Steenkamp	021 873 4604	**R 10 000**
Worcester	Deonie Basson	023 – 348 2795 023 – 347 4678 (f)	**R 10 000**
TOTAL BUDGET			**R 150 000.00**

2. THD Community Training

Names of THD's	**Total p.m**
1 THD	R5500 x 10mths
1 THD	R5500 x 10 mths
1 THD	R5500 X 10 mths
Sub total	R165 000
Community training	R 135 000
Total	**R300 000**

3. Tourism Training

1 X SLA with Service Provider to do Culinary Training in two phases R150 000

Other SMME training courses R100 000.00

ANNEXURE E

ENVIRONMENTAL PLANNING

Environmental Planning

	Name of Organisation	Contact Address	Contact Person	Contact Details	Budget
1	Cape Winelands Biosphere Reserve Section 21 Company	De Poort Heritage Village, P.O.Box 1484, Southern Paarl, 7624	Mr. Les Holmes, Interim Chairperson	021 419 9548 or 0829001876	R300 000
2	Birding Route Development	Postal address: Box 256, Onrusrivier 7201	Dr Anton Odendaal, Birdlife South Africa	Tel and Fax: 028 - 3161105	R 150 000
3	Kluitjieskraal Nursery	Breedekloof Tourism, P O Box 66, Worcester	Mr. Anthony Mietas & Mr. Rudolph Roscher	083 675 1315	R 150 000
4	Environmental Education Centre	Simonsberg Nature Conservancy, Klapmutskop, Stellenbosch	Ms. Nora Sperling/ Anne Du Plessis &	079 276 3638	R 200 000
	Environmental Education Centre	Dwars River Wildlife Education Trust, Pniel, Stellenbosch	Mr. Gretchan Pietersen	078 133 1187	R 200 000

FREEDOM RUN

	Name of organisation	Contact details	Amount
1.	Department of Correctional Services : DCS Club	Wemmershoek Road, Paarl	R500 000,00

17(3) (J) ENTRPRENEURIAL SEED FUND LIST
STELLENBOSCH

No.	LOCATION	BUSINESS NAME	ADDRESS	Funding Requested for	Amount requested	Funding Amount Recommended
1.	**Stellenbosch**	**Phola-Ka-Hola Trading & General Projects cc**	Postnet Suite 10 Private Bag x19 Franschhoek	Equipment	R 33 575.00	20 000
2.	**Stellenbosch**	**Sitshwele Contractors**	M649 Langrug Franschhoek	Equipment & Protective Clothing	R 61 000.00	25 000
3.	**Stellenbosch**	**Ro'Mogo Holdings**	George Blake Ave. Kayamandi Tourism Centre Kayamandi	Equipment to design & print wine labels	R 40 000.00	20 000
4.	**Stellenbosch**	**Kwela-Kwela Graphics**	A 28 George Blake Rd. K & TC Building Kayamandi	Equipment	R 28 800.00	15 000
5.	**Stellenbosch**	**Gcigci Hair Salon**	89 Swartbooi Str. Kayamandi	Container, equipment, products	R 38 100.00	20 000
6.	**Stellenbosch**	**Mechealle & Alice's Catering Decoration & Hiring Supplies**	26 Brandt Str. Kylemore	Crockery, utensils	R 30 000.00	20 000
7.	**Stellenbosch**	**CCA Transport & Recycling**	19 Weber Str. Idas Valley	Converting of truck	R 39 600.00	25 000
8.	**Stellenbosch**	**C.South Africa Holidays**	18 East End Crescent Pniel	Equipment, marketing material	R 38 000.00	20 000
9.	**Stellenbosch**	**Silver Solutions 1765 CC**	14 Pine Street Pniel	Equipment	R 40 000.00	20 000
10.	**Stellenbosch**	**Dal Fisheries**	12 Le Roux Road Franschhoek	Equipment	R 37 670.00	15 000
11.	**Stellenbosch**	**Bongies Dressmaker**	K58 Bassie Str, Kayamandi	Material	R 10 000.00	10 000
12.	**Stellenbosch**	**Tatso Yadineko (Taste of Flavers Catering CC)**	1250 Retreat Rd. Kayamandi	Equipment	R 30 362.90	15 000
13.	**Stellenbosch**	**Salon Na Ami**	26 Kahler Str. Idas Valley	Equipment, stock, advertising, operational costs	R 31 950.00	20 000
14.	**Stellenbosch**	**Rainbow Interpreters**	P 10 9th Avenue P.O Box 1067 Kayamandi	Equipment	R 22 400.00	20 000
15.	**Stellenbosch**	**Thandi's Contractor**	63 Nectarine Crescent Mooiwater	Trailer, tools, protective clothing	R 61 000.00	20 000

			Franschhoek			
16.	**Stellenbosch**	**Komanani Contractors**	No. 32 Nunneola Mooiwater Franschhoek	Equipment, protective clothing	R 45 500.00	20 000
17.	**Stellenbosch**	**La Motte Labour Solutions**	Maasdorp 5588 La Motte 55 Franschhoek	Equipment	R 38 700.00	20 000
18.	**Stellenbosch**	**Sweet Treats**	55 Bell Str. Klapmuts	Equipment & Ingredients	R 30 000.00	20 000
19.	**Stellenbosch**	**T. J Contracts**	20 Daisy Crescent, Franschhoek	Equipment	R 61 000	20 000
20.	**Stellenbosch**	**Elias Tobela's Photography**	J 126 Bassi Str. Kayamandi	Equipment	R 30 000.00	20 000
21.	**Stellenbosch**	**Nindzy's Construction**	870 Bassie Str. Kayamandi	Equipment	R 35 000	20 000
22.	**Stellenbosch**	**Le Makoye**	726 Bassi Str. Kayamandi	Bottlecraft & Printing	R 29 676.97	20 000
23.	**Stellenbosch**	**The Chocolate Box**	25 Blossom Str. Franschhoek	Equipment	R 50 000.00	20 000
TOTAL						**445 000.00**

DRAKENSTEIN

	LOCATION	**BUSINESS NAME**	**ADDRESS**	**Funding Requested for**	**Amount requested**	**Funding Amount Recommended**
1.	**Drakenstein**	**Bass Cube Audio**	30 Gledhold Str. Paarl	Stage	R 40 000.00	30 000
2.	**Drakenstein**	**Khimimi's Catering Services**	V140 Umkhonto Str. Mbekweni	Cooking utensils, equipment	R 30 000.00	15 000
3.	**Drakenstein**	**Vrederine Pot & Pan Manufacture**	U143 Mculo Str. Mbekweni	Equipment	R 40 000.00	15 000
4.	**Drakenstein**	**Keagan Internet Cafe**	7 St.Davids Str. Weltevrede Wellington	Equipment, stationary		20 000
5.	**Drakenstein**	**Kallid t/a Kallid Creative Identity**	25 Herbert Str. Charleston Hill Paarl	Software & equipment	R 42 000.00	30 000
6.	**Drakenstein**	**Ahlumile's Hair Salon**	298 A Tambo Str. White City Mbekweni	Hair styling equipment	R 40 000.00	15 000
7.	**Drakenstein**	**WGG Computers CC**	135 Lady Grey Str. Old Sanlam Building Paarl	Computer Accessories	R 30 000.00	30 000
8.	**Drakenstein**	**J Philander t/a "Solomon**	21 Bothma Str.	Equipment	R 40 000.00	30 000

		Glass & Aluminium"	Lantana Paarl			
9.	**Drakenstein**	**Icing Matters**	46 Maurice Str. Shop Nr.2 Weltevrede Wellington	Equipment, stock	R 50 000.00	20 000
10.	**Drakenstein**	**MO's Barbershop**	CMC 30 P.O Box 353 Gouda	Hair cutting equipment etc.	R 10 000.00	10 000
11.	**Drakenstein**	**MC's Catering**	Ward 29	Catering		15 000
12.	**Drakenstein**	**Make & Create**	2387 Nozala Str. Mbekweni			20 000
13.	**Drakenstein**	**Arcvest 41 CC**	35 Crawford Str. Van Wyksvlei Wellington	Equipment, building material	R 29 500.00	20 000
14.	**Drakenstein**	**Dupwaxers CC**	14 Dorn Rosa Str. Huguenot Paarl	Marketing material, equipment, stock	R 25 000.00	30 000
15.	**Drakenstein**	**R J Furniture Designs CC**	39 Pelikaan Str. Wellington	Equipment, material	R 32 000.00	20 000
16.	**Drakenstein**	**Triclin Educational Services & Training (Test)**	230 Blignaut House Main Road Paarl	Equipment	R 30 000.00	25 000
17.	**Drakenstein**	**House of Pixels, Photography & Design Studio**	33 Hospital Str. Paarl	Equipment	R 46 472.00	25 000
18.	**Drakenstein**	**PJ's Painters & Cleaning Services**	2142 Buyambo Str. Chris Hani Mbekweni	Stock, equipment	R 70 000.00	25 000
19.	**Drakenstein**	**I & C Construction**	V2702 Cehiwe Str. Mbekweni	Equipment	R 30 000.00	20 000
20.	**Drakenstein**	**Nokhwezi Construction & Services**	26 Lloyd Str. Riverside Paarl	Equipment	R 30 000.00	20 000
21.	**Drakenstein**	**Bambe VR**	MQ-6 Maqhina Str. Mbekweni	Trailer, equipment	R 40 000.00	20 000
22.	**Drakenstein**	**AMS Demolishers**	Posbus 116 Fraailgelegen Paarl	Trailer, equipment, overalls	R 30 000.00	20 000
23.	**Drakenstein**	**J J Catering**	Grebe Str.13 Paarl	Catering equipment, flowers etc.	R 29 000.00	20 000
24.	**Drakenstein**	**Kingston Entertainment**	25 Solomon Str. Paarl	Equipment	R 36 369.65	20 000
25.	**Drakenstein**	**Word on the Street**	36 LA Provence Rd. Lustigan Village Paarl	Equipment, supplies, upgrade of workshop	R 25 000.00	20 000
26.	**Drakenstein**	**Rooksies Gemeenskap Was & Stryk**	17 Tarentaal Str. Spes Bona Paarl	Stock	R 25 000.00	15 000

27.	**Drakenstein**	**Noluntu cash Store**	Shabangu 1 Santana Milky Town Paarl	Equipment	R 32 150.00	15 000
28.	**Drakenstein**	**Washiela Café**	Springbok Str.14 B New Orleans Paarl	Airtime, power ball, pre paid machine, stock, equipment	R 20 000.00	15 000
TOTAL						**580 000.00**

BREEDEVALLEY

No.	LOCATION	BUSINESS NAME	ADDRESS	Funding Requested for	Amount requested	Funding Amount Recommended
1.	**Breede Valley**	**Beirowplas Recycling CC**	44 Samuel Walter Str. Industria Worcester	Equipment	R 42 389.89	30 000
2.	**Breede Valley**	**T.O.T Hair Professionals**	313 Family Hostels Zwelethemba	Equipment, products	R 40 000.00	15 000
3.	**Breede Valley**	**Monte Rosa Superette trading as a Butchery**	Populier Str. 40 Touwsriver	Equipment	R 40 000.00	20 000
4.	**Breede Valley**	**Kennedy's Curtain Manufacturers**	39 Loerie Str. Avian Park Worcester	Material, equipment, administration	R 54 400.00	20 000
5.	**Breede Valley**	**M & P Printing & Design CC**	16 Voortrekker Rd. Touwsriver	Equipment	R 35 000.00	15 000
6.	**Breede Valley**	**RBO Traders**	175 Durban Str. Victoria Park Worcester	Tools, material, equipment	R 30 000.00	20 000
7.	**Breede Valley**	**J Cupido**	2098 Kliprand Str. Touws River	Airtime, electricity etc.	R 40 000.00	15 000
8.	**Breede Valley**	**MK Muller**	2006 Hattingh Str. Touwsriver	Freezers, stock etc.	R 35 980.00	10 000
9.	**Breede Valley**	**Snyders Painting 2 Renovating Contractor**	Panday Str. 9 Roodewal Worcester	Equipment etc.		15 000
10.	**Breede Valley**	**Ilulutho General Trading**	No.1 Ndamoyli Str. Zwelethemba Worcester	Wendy house, crockery, cutlery etc.	R 40 000.00	20 000
11.	**Breede Valley**	**Tall's Meat Market**	10 Ngulube Str. Zwelethemba Worcester	Signage, stock, equipment	R 40 000.00	20 000
12.	**Breede Valley**	**Barbara Fredericks**	58 Taambay Str. Roodewal Worcester	Equipment, supplies etc.	R 12 800.00	10 000
13.	**Breede Valley**	**Shine the Way 590 CC T/A**	40 Snel Str. Worcester	Equipment	R 40 000.00	25 000

		Eyabantu				
14.	**Breede Valley**	**Mountain Décor & Rental**	60 A Russel Str. Worcester	Décor, linen, crockery, cutlery	R 51 000.00	15 000
15.	**Breede Valley**	**Global Textiles**	51 Stockenstrom Str. Worcester	Fabrics, equipment	R 30 800.00	20 000
16.	**Breede Valley**	**Madam Blanche Hairsalon**	10 Barlinka Str. De Doorns	Hair salon equipment	R 30 000.00	15 000
17.	**Breede Valley**	**Kitty's Fabricks**	34 Berglelie Str. De Doorns	Operational costs, equipment, fabrics etc.	R 20 000.00	15 000
18.	**Breede Valley**	**Benito Training & Develpoment**	834 Matsila Avenue Zwelthemba Worcester	Photocopier machine	R 40 000.00	15 000
TOTAL						**315 000**

WITZENBERG

No.	LOCATION	BUSINESS NAME	ADDRESS	Funding Requested for	Amount requested	Funding Amount Recommended
1.	**Witzenberg**	**Queen's Catering**	13 Tulp Street Bella Vista	Equipment	25 000	20 000
2.	**Witzenberg**	**Pine Forest Kiosk under Shine the Way 46 CC**	Azalea Crescent 1174 Bella Vista	Stock, appliances, cutlery, crockery	43 000	30 000
3.	**Witzenberg**	**Greenplant Conservation CC**	10 Zenzele Str. Polocross Nduli	Equipment		20 000
4.	**Witzenberg**	**Anita Douries**	St.Thomas Str. Ceres	Equipment	30 000	20 000
5.	**Witzenberg**	**Elchandro's Barbershop**	Voortrekker Str. Jumbo Gebou Ceres	Renovations	40 000	20 000
6.	**Witzenberg**	**Tromp Transport**	Burg Str.452 Bella Vista	Equipment	30 000	30 000
7.	**Witzenberg**	**Clyde's Carwash**	Voortrekker Str.134 Ceres		30 000	20 000
8.	**Witzenberg**	**Zee's Unisex Hair World**	90 Magnolia Str. Bella Vista	Equipment	30 000	20 000
9.	**Witzenberg**	**Sakpaslap**	Voortrekker Str.9 Wolseley	Equipment, material	25 000	15 000
10.	**Witzenberg**	**AA Trading Enterprises**	Grens Str. 301 Bella Vista	Trailer, equipment	40 000	25 000
TOTAL						**220 000**

LANGEBERG

No.	LOCATION	BUSINESS NAME	ADDRESS	Funding Requested for	Amount requested	Funding Amount Recommended
1.	**Langeberg**	**Unicuts Barbershop**	Africa Str. 8 Uitbreiding 5 Robertson	Hair cutting equipment	R 4000.00	10 000
2.	**Langeberg**	**Snyman's Tree Cutting**	4 Rosita Str. Panorama Robertson	Protective clothing, equipment	R 14 948.72	15 000
3.	**Langeberg**	**Do it @ Els Computer Printing**	40 Silwerboom Str. Mountain View Bonnievale	Equipment	R 40 000.00	20 000
4.	**Langeberg**	**Langeberg Cement Works Co-operative**	10 Wilge Avenue Montagu	Equipment, material	R 35 966.68	15 000
5.	**Langeberg**	**Nyawuza Car-Wash & Braai**	No.7 Bird Str. Nkqubela Robertson	Stock, steel fencing	R 25 000.00	15 000
6.	**Langeberg**	**Nomazu African Meal**	648 Mtonzima Str. Nkqubela Robertson	Wages, equipment, stock	R 40 000.00	15 000
7.	**Langeberg**	**J & S Catering Services**	Amleria Avenue P.O Box 33 Bonnievale	Rent, equipment	R 30 000.00	15 000
8.	**Langeberg**	**CBR Renovators**	9 Swartolien Avenue Ashbury Montagu	Tools	R 14 843.71	15 000
9.	**Langeberg**	**Sivu Mzondi Traditional Food Restaurant**	NH 62 Building Str. Zolani	Container, equipment, crockery	R 40 000.00	15 000
10.	**Langeberg**	**Ricci's Spaza**	8 Dagbreek Str. Robertson	Container, stock	R 40 000.00	15 000
11.	**Langeberg**	**Sam's Upholstery**	31 Maloti Laan Zolani Ashton	Equipment, fabrics	R 30 000.00	20 000
12.	**Langeberg**	**Bramm Disabled Consumer Group**	20 Coliginy Str. Dorpsig Robertson	Computers & laptops	R 40 000.00	20 000
13.	**Langeberg**	**Tshepi's Car-Wash**	17 Mbotshelwa Zolani Ashton	Equipment, uniforms	R 34 094.41	15 000
14.	**Langeberg**	**Ashton Wassery**	Gardenia Str.30 Ashton	Equipment	R 40 000.00	20 000
15.	**Langeberg**	**Blinds for Africa**	58 Malva Str. Robertson	Tools, material & labour	R 40 000.00	15 000

TOTAL						**240 000**
TOTAL BUDGET						**1 800.000**

TOURISM EVENTS

	Name of organisation	Contact details	Name of event	Amount
Witzenberg Municipal Area				
1.	Tulbagh Tourism	No. 4 Church Street Tulbagh 6820 023 230 1348	Christmas in winter	40 000,00
2.	Nimbula Events & Entertainments Solutions	P.O. 890 Ceres 6835 084 496 8764	Concerts	40 000,00
Breede Valley Municipal Area				
3.	3122101	P.O. Box 557 Worcester 6848 023 347 2002	International Day for people with disabilities celebrations	40 000,00
Stellenbosch Municipal Area				
4.	Simply awesome marketing events	P/Bag X3018 Dorpsmeent 021 853 0814	Winelands Adventure Festival	40 000,00
5.	Franschhoek Wine Valley & Tourism Association	P.O. Box 178 Franschhoek 7690 021 876 3603	Franschhoek Bastille Festival	40 000,00
6.	Space for development	15 Termo Str. Stellenbosch 7600 021 300 0061	Community Route Tourism	40 000,00
7.	Dwarsriver Tourism	P.O Box 411 Pniel 7681 021 885 2467	Dwarsriver Run	40 000,00
8.	Dirk Josef Scheerlinck	Parkstr. 2 Groendal Franschhoek 7690 084 968 0990	Cinema Vietnam	40 000,00
Langeberg Municipal Area				
9.	Mcgregor Tourism Bureau	P.O Box 264 McGregor 6708 023 625 1954	Mcgregor apricot carnival	40 000,00
10.	Robertson Tourism office (023 626 4437)	P.O. Box 871 Robertson 6705	The Jacaranda Festival	40 000,00

Assistive Devices

Assistive Devices Beneficiary list

NR	NAME	TYPE OF ASSISTIVE DEVICES
1	Sadick Galie	Hearing Aid
2	Helena Pasqualie	Hearing Aid
3	Katriena Salmon	Hearing Aid
4	Henry Hendricks	Hearing Aid
5	Jacoba Page	Hearing Aid
6	Spaas Hanse	Hearing Aid
7	Shaun Bester	Hearing Aid
8	Joe Magwa	Hearing Aid
9	Jacques Visser	Hearing Aid
10	Magrieta Cupido	Hearing Aid
11	Petronella Smith	Hearing Aid
12	Katriena Thomas	Hearing Aid
13	Doreen Spandiel	Hearing Aid
14	Shaevon Conradie	Hearing Aid
15	Maria du Plesis	Hearing Aid
16	Jacques Kalmeyer	Hearing Aid
17	Zwelikhanyi Gcelu	Hearing Aid
18	Thomas Mennell	Hearing Aid
19	Elinor Mennell	Hearing Aid
20	Cherril van Wyk	Hearing Aid
21	Annie Lotriet	Hearing Aid
22	Emmit Volotie	Hearing Aid
23	Anna van Zyl	Hearing Aid
24	Albertina Mvunge	Hearing Aid
25	Dawid November	Hearing Aid
26	Walter Booysen	Hearing Aid
27	Abraham Plaatjies	Hearing Aid
28	Isabelle Kuilder	Hearing Aid
29	Arnoldus	Hearing Aid
30	Thomas Swiegelaar	Hearing Aid
31	Marius Nel	Hearing Aid
32	Ayden Reitz	Hearing Aid
33	Adriaan Lawens	Hearing Aid
34	Seronia Klein	Hearing Aid
35	Mary Hull	Hearing Aid
36	Lena Loff	Hearing Aid
37	Christina Cloete	Hearing Aid
38	Ernestus Liebenberg	Hearing Aid
39	Mariette Botha	Hearing Aid
40	Magdalena Lotter	Hearing Aid
41	Willem Stoman	Hearing Aid
42	Pieter Cronje	Hearing Aid

NR	NAME	TYPE OF ASSISTIVE DEVICES
43	Bonyana Liyabana	Single vision spectacles
44	Brandon Sass	Single vision spectacles
45	Jacola Swartz	Single vision spectacles
46	Charmaine Wewers	Single vision spectacles
47	Alzean Mphazwa	Single vision spectacles
48	Joe-Mary Booysen	Single vision spectacles
49	Louisa Swarts	Single vision spectacles
50	Subisiso Madala	Single vision spectacles
51	Breyton George	Single vision spectacles
52	Kenneth Kleinveld	Single vision spectacles
53	Caren Goliath	Single vision spectacles
54	Ashme-Nay Lodewyk	Single vision spectacles
55	Angelo Persent	Single vision spectacles
56	Tiaan Berries	Single vision spectacles
57	Angelique Macopi	Single vision spectacles
58	Frankin Geduld	Single vision spectacles
59	Lee- Marco Van Der Merwe	Single vision spectacles
60	Dugald De Beer	Single vision spectacles
61	Johannes Ludick	Single vision spectacles
62	Grandville Windvogel	Single vision spectacles
63	Vanessa Thomas	Single vision spectacles
64	Rozaan Maans	Single vision spectacles
65	Linzie Booysen	Single vision spectacles
66	Johanna Lukas	Single vision spectacles
67	Gerald Plaatjies	Single vision spectacles
68	Bradley Kapel	Single vision spectacles
69	Katrina Alsander	Single vision spectacles
70	Elmarie Hendre	Single vision spectacles
71	Ruben Stali	Single vision spectacles
72	Deonisha Abrahams	Single vision spectacles
73	Leandara Hamman	Single vision spectacles
74	Barelene Skermand	Single vision spectacles
75	Charmaine Jacobs	Single vision spectacles
76	Anelix Plaatjies	Single vision spectacles
77	Yolandie Hendricks	Single vision spectacles
78	Selina Mpahazwa	Single vision spectacles
79	Letichia Plaatjies	Single vision spectacles
80	Anthea Pretorius	Single vision spectacles
81	Yvette Bantom	Single vision spectacles
82	Rolene Fortuin	Single vision spectacles
83	Jacqueline Buys	Single vision spectacles
84	Colin Nicolas	Single vision spectacles
85	Clinton Melite	Single vision spectacles
86	Christina Spannenberg	Single vision spectacles
87	Gerswin Verhoog	Single vision spectacles
88	Rico Oerson	Single vision spectacles
89	Maureen Prenc	Single vision spectacles

NR	NAME	TYPE OF ASSISTIVE DEVICES
90	Sherileen van Heerden	Single vision spectacles
91	Anja Bezuidenhout	Single vision spectacles
92	Anusha Nero	Single vision spectacles
93	Oscar Carelse	Single vision spectacles
94	Joney de Bruin	Single vision spectacles
95	Mondre Arendse	Single vision spectacles
96	Justin de Wee	Single vision spectacles
97	Juandre Flink	Single vision spectacles
98	Angelo Conradie	Single vision spectacles
99	Esmarie Lodewyk	Single vision spectacles
100	Tiaan Berries	Single vision spectacles
101	Jo-Marie Booysen	Single vision spectacles
102	Elzayne Mabaza	Single vision spectacles
103	Laendra Hamman	Single vision spectacles
104	Roleen Fortuin	Single vision spectacles
105	Dumay Filander	Single vision spectacles
106	Jeremy Willemse	Single vision spectacles
107	Hatley Lovelot	Single vision spectacles
108	Nicolene van Staden	Single vision spectacles
109	Vianca Vollenhoven	Single vision spectacles
110	Bevan Saayman	Single vision spectacles
111	Junaid Fisher	Single vision spectacles
112	Shane Smith	Single vision spectacles
113	Jeremy De Wee	Single vision spectacles
114	Bonyana Liyabana	Single vision spectacles
115	Chevon Conradie	Single vision spectacles
116	Arnoldus Baadjie	Single vision spectacles
117	Magrieta Cupido	Single vision spectacles
118	Jaques Kalmeyer	Single vision spectacles
119	Lena Loff	Single vision spectacles
120	Astrid Plaatjies	Single vision spectacles

NR	NAME	TYPE OF ASSISTIVE DEVICES
121	Martha Links	Wheelchairs
122	Mietjie Minnar	Wheelchairs
123	Kathleen Qupa	Wheelchairs
124	William Khapiso	Wheelchairs
125	Lena Straus	Wheelchairs
126	Joacobus Cyster	Wheelchairs
127	Anna Smith	Wheelchairs
128	Cathorina Baron	Wheelchairs
129	Maria Engelbrecht	Wheelchairs
130	Magdelan Caroulus	Wheelchairs
131	Dirk Jacobus	Wheelchairs
132	Gawie Meintjies	Wheelchairs
133	Ben Claasen	Wheelchairs
134	Hester Meyer	Wheelchairs
135	Jan Samuels	Wheelchairs
136	Charmaine Francis	Wheelchairs
137	Jevelyn Omardien	Wheelchairs
138	Veronica Omardien	Wheelchairs
139	Gert Prins	Wheelchairs
140	Elizabeth Swarts	Wheelchairs
141	Maria Pekeur	Wheelchairs
142	Jannie Pekeur	Wheelchairs
143	Willem de Kok	Wheelchairs
144	Dalencia Coenrad	Wheelchairs
145	Deslyn Maans	Wheelchairs
146	Luciano Wher	Wheelchairs
147	Jossie Makatees	Wheelchairs
148	Shaun Sozani	Wheelchairs
149	Evelyn Booysen	Wheelchairs
150	Shiywe Ntlini	Wheelchairs
151	Desmond de Koker	Wheelchairs
152	Jackie de Koker	Wheelchairs
153	Catherine Ben	Wheelchairs
154	Lee Roy April	Wheelchairs
155	Stefanus Mrwebi	Wheelchairs
156	Allen Karelse	Wheelchairs
157	Wihelmina Smit	Wheelchairs
158	Jan Moses	Wheelchairs
159	Dawid Witbooi	Wheelchairs
160	Jacobus Booysen	Wheelchairs
161	Hendrik Jones	Wheelchairs
162	Jan Julius	Wheelchairs
163	Willem van Wyk	Wheelchairs
164	Davida Sors	Wheelchairs
165	Anna Galant	Wheelchairs

166	Hans Williams	Wheelchairs
167	Gert Hanekom	Wheelchairs
168	Jim Noble	Wheelchairs
169	Georgina Nysschen	Wheelchairs
170	Jakkie Walters	Wheelchairs
171	Siena Van der Merwe	Wheelchairs
172	HB Ackerman	Wheelchairs
173	Tem Mbali	Wheelchairs
174	Bobby Bobbejee	Wheelchairs
175	Bulwana	Wheelchairs
176	Klara Meiring	Wheelchairs
177	Miems van Wyk	Wheelchairs
178	Christie coetzee	Wheelchairs
179	Dena Erasmus	Wheelchairs
180	Charmaine Hammers	Wheelchairs
181	Cornelius Isaacs	Wheelchairs
182	Peter Japhatas	Wheelchairs
183	Leah Afrika	Wheelchairs
184	Francis Moses	Wheelchairs
185	William Dixon	Wheelchairs
186	Eileen Plaatjies	Wheelchairs
187	Maria Magdalena Seshwai	Wheelchairs
188	Dora Hendricks	Wheelchairs
189	Niklaas Petersen	Wheelchairs
190	Jacob Jooste	Wheelchairs
191	Arrie Engelbrecht	Wheelchairs
192	Abel Saaiman	Wheelchairs
193	Daniel Smith	Wheelchairs
194	Adriana Douglas	Wheelchairs
195	Anna smith	Wheelchairs
196	Jason Engelbrect	Wheelchairs
197	Walter Booise	Wheelchairs
198	Hendrik Jones	Wheelchairs
199	Jan Julius	Wheelchairs
200	Willem van Wyk	Wheelchairs

Community Support

Community Support:

Stellenbosch

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
1.	Kylemore Rugby Football Club	PO Box 1557 Stellenbosch	Mr Lakay 0765468159	Youth Development through Rugby	R40 000	R11 600
2.	Stellenbosch Centre for Adult Persons with Disabilities	1 Patrys Avenue Stellenbosch/ PO Box 3359 Matieland 7602	Phillip Williams 0218878688/ 0834959511	Programmes for Persons with disabilities	R30 000	R11 600
3.	FLOM Community Theatre Centre	15 Dagbreek Street, Onderstepapegaaiberg Stellenbosch 7600	Mareth van Schalkwyk 021 8868332	Addressing social issues through Arts & Cultural Programmes for Youth	R29 997.50	R11 600
4.	Glen Eagles Soccer Club	21 September Street, Cloetesville, Stellenbosch 7600	Randall Christians 0218083795/ 0720384106	Development of Women and Youth through soccer	R30 000	R11 600
5.	Klein Libertas Theatre	info@kleinlibertasteater.co.za	C. Punt 0218838164	Youth and Women Development Programmes through theatre	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
6.	Matie Community Services	Lückhoff School Banhoek Road Stellenbosch 7600	Lydia Burger 021 808 3641	Youth Development through skills training in video production, script writing etc	R30 000	R11 600
7.	Potter's House	11 Moses Street Idasvalley Stellenbosch 7600	M Wenn 021 808 3304	Child and Youth Development through Arts & Cultural Programmes	R30 000	R11 600
8.	Stellenbosch Arts & Culture Centre	elskebadenhorst@gmail.com	Elske Badenhorst 021 883 3655	Arts and Culture Development Training for disadvantaged women	R30 000	R11 600
9.	Uniting Christian Student Association	PO Box 25 Stellenbosch 7599	Benny Martin 021 8870212/ 0734113322	Youth Empowerment Programmes	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
10.	Saviola United Football Club	Kaapzicht Estate Bottelary Road Koelenhof Stellenbosch 7600	Manie Brink 0730498629	Promote Football amongst Youth in farming areas in order to address social issues	R30 000	R11 600
11.	Nietvoorbij United Football Club	Nietvoorbij Klapmuts Road Stellenbosch 7600	John Saaiman 021 809 3150/ 0836333277	Promote Football amongst Youth in farming areas in order to address social issues	R30 000	R11 600
12.	Dorethea School	Cnr Long and Last Street PO Box 2046 Matieland Stellenbosch 7600	A.Williams 021 889 5463/1	Empowering of Learners with Intellectual Disabilities	R30 000	R11 600
13.	Stellenbosch and District Coronation Rugby Club	21 Moses Street Idasvalley Stellenbosch 7600	Shirage Pool 0833552066	Promote Rugby in farming areas in order to address social issues	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	R11 600
14.	The Early Education Centre	Rietenbosch Primary Long Street/ PO Box 176 Soneike Stellenbosch 7583	Bonita Daniels 0824738183	Promoting skills development in the ECD field	R30 000	R11 600
15.	L'Abri de Dieu Safe House	Simonsberg Way, Simonswyk Stellenbosch	Lee Rossouw 021 8832574	Shelter for abused women and children	R30 000	R11 600
16.	Lunempilo	Long Street Cloetesville Stellenbosch 7600	J.Huskit 0782796539	Empowerment programmes in the field of HIV/Aids/TB, Poverty ,Crime Prevention	R20 000	R11 600
17.	ACVV Stellenbosch	172 Merriman Avenue Stellenbosch 7600	Suzaan Brits 021 887 6959	Poverty Alleviation Programmes	R30 000	R11 600
18.	Stellemploy	Lückhoff School,C/o Banghoek & Ryneveld Street Stellenbosch 7600	Betta Augustyn 021 886 6993	Unemployment Relieve Programmes	R30 000	R11 600
19.	BAPA Theatre Academy	4 Masithandane Street Khayamandi Stellenbosch 7600	Wendy Thoane 0760500618/ 0733331083	Promoting Education through Theatre	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	R11 600
20.	Khayamndi United Rugby Club	912 Bassi Street Khayamandi Stellenbosch	Crosby Matiwane 0785141457	Addressing social issues through Rugby	R30 000	R11 600
21.	Kibwe Kids/Prochorus Community Development	Oude Molen Distillery Road Stellenbosch 7600	Elsa Pretorius 021 809 9446/ 021 889 8160	ECD programmes for children and adults	R10 000	R11 600
22.	Legacy Community Development Corporation	Legacy Centre Long Street Kayamandi Stellenbosch 7600	Louise Fourie 0846839001/ 021 886 6884	Life Skills programmes for Learners from schools in Kayamandi	R30 000	R11 600
23.	Kayamandi Youth Development Forum	No 39 Red Bricks Lamla Street Kayamandi Stellenbosch 7600	Anga Bonongo 0736981873	Poverty Alleviation Programmes for Youth	R30 000	R11 600
24.	Vision K	118 A Masithandane Street Kayamandi Stellenbosch 7600	Gerrit Laning 021 8898774/ 0829278512	Empowerment programme for Grade 10-12 learners	R30 000	R11 600
25.	Ilama Makhosikazi	1256 Retreat Street Kayamandi Stellenbosch 7600	Lillian Ngwexana 021 889 6253/ 0844582858	Women Empowerment Programmes	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	R11 600
26.	Isibane – Sempumelelo	770 Long Street Kayamandi Stelenbosch 7600	Sylvia Ndlovu 021 889 8508/ 0741760391	ECD Centre	R60 000	R11 600
27.	Eluthandweni	10 Sesibhozo Street Kayamandi Costaland Stellenbosch 7600	Ndileka Ralasi 0733446502	ECD Centre	R10 000	R11 600
28.	NACTED-WC	Nacted.westerncape@ymail.com	Given Jikwana 0718431985	Community Arts & Culture Development	R30 000	R11 600
29.	Phakamani Educare	74 7th Avenue Kayamandi Stellenbosch 7600	C Mosibunge 0786201944	ECD Centre	R30 000	R11 600
30.	Franschoek Wine Valley Tourist Association	62 Hugenote Road Shop 6 Franschoek 7690	Lindy April 021 876 2861 0723764900	Youth Development Programmes on Farms	R30 000	R11 600
31.	Franchoek Community Learning Centre	Groendal High School 1 Jafta Crecent Groendal Franschoek 7690	Olvin Roman 021 867 0824/ 0824877266	Adult Basic Education & training programmes	R135 500	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	R11 600
32.	Franschoek Live Craft Centre	Main Road Franschoek 7690	Benji Fray 021 8764029/ 0822023448	Poverty alleviation through Arts & Crafts Programmes	R30 000	R11 600
33.	Franschoek Aromatic and Medical Plants Nursery Cooperative	9 Rubynel Street Mooi-water Franschoek 7690	Jim Brown 08338564452	Poverty Alleviation programmes for persons with disabilities	R25 000	R11 600
34	Delta Trust	Solms-Delta Estate Franschoek Valley PO Box 123 Groot Drakenstein 7680	Charlotte van Zyl 021 876 4867/ 0833911570	Teaching underprivileged children to play music instruments	R30 000	R11 600
35	Wijn De Caab Trust	Solms-Delta Estate Franschoek Valley PO Box 123 Groot Drakenstein 7680	Charnè Abrahams 021 874 3937/ 0765524119	Self Empowerment Programmes for Youth,children and Women	R29 000	R11 600

Community Support:

Drakenstein

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
1	Siyakhula Day Care Centre	T5 1767 Cnr Mguyo & Qumatana Street, Silwertown Mbekweni 7655	Sonia Nongwedle 0218682466/ 0783390284	ECD Centre	R60 000	R11 600
2	Place of Hope	2057 Masomi Street Chris Hani Mbekweni	Lizzie Phike 0839733636	Soup Kitchen	RR30 000	R11 600
3	Bonokuhle After Care School	4307 Project Two Malanji Street Mbekweni Paarl 7626	Eunice Nomtshongwana 0730460206	After Care Centre	R40 000	R11 600
4	Ikamvalethu After Care	T101 Mculo Street Mbekweni Paarl 7626	Ntombesicelo Skontya 0738279461	After Care centre	R40 000	R11 600
5	Kids Only Home Based Care	D229 Imbali Street Mbeweni 7626	Thembela Cwati-Dyantyi 0787613223	Home Base care for kids	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
6	Rise Up Again Project	H 574 Luhlaza Street PO Box 8007 Mbekweni Paarl 7646	Miseki Marola 0849299506/ 0744871511	Arts & Culture Development in Rural Communities	R15 748	R11 600
7	Rise and Shine After School Care	Mbekweni Primary School Box 8011 Pinzi Street Mbekweni Paarl 7655	N. Juca-Sonamzi 021 868 2648/ 0797678899	After Care Centre	R15 000	R11 600
8	Sunshine Day Care	3474 Bishop Crescent Langabuya Mbekweni Paarl 7626	Patricia Ngethu 0790772276	ECD Centre	R20 000	R11 600
9	Siyanda Home Based Care	3453 Bishop Crescent Langabuya Mbekweni Paarl 7626	Eunice Matangane 0738687481	Home Based care & feeding scheme	R70 000	R11 600
10	Theatre Through Motivation	C/o C139 Mphakalasi Street Mbekweni Paarl 7655	Thando baliso 0735101862	Arts & Culture Development	R29 600	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
11	Masibule Home Educare	T.S 1860 Mafila Street Silvertown Mbekweni Paarl 7655	M. Bhula 021 868 4654	ECD	R15 000	R11 600
12	Life Fantastic Home Based Care	H139 Luhlaza Street Mbekweni Paarl 7646	Bulelewa Dyanti	ECD	R40 000	R11 600
13	Wagon of Hope Foundation	Ikhwezi Community Centre Jan van Riebeeck Road Paarl 7646	Fadielah Arnold 021 868 0753	Centre for Orphaned and Vulnerable Children	R30 000	R11 600
14	Umlha'welanga Educare Centre	1900 Thembani Square Mbekweni Paarl 7646	N Pringane 071751863	ECD	R50 000	R11 600
15	Masikhanye Educare Centre	D222 Entabeni Street Mbekweni Paarl 7626	Nomtata Tolotolo	ECD	R30 000	R11 600
16	Paarl Rangers RFC		Jonita Jones 0845481378	Community based sports development	R62 510	R11 600
17	Ncebakazi Disabled Creche	3511 Pinzi Street Mbekweni 7626	M Makara 021 868 0909/ 0839473421	ECD for disabled children	R20 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
18	Eleven Ideas Football Club	Mqzi Firans Street Mbekweni 7646	Luvuyo Nkewu 0729534188	Soccer Development for Youth and Children	R30 000	R11 600
19	Phumlani Educare Centre	3257 Machule Street Phola Park Mbekweni 7626	Caroline Mxesho 0719480167	ECD	R15 000	R11 600
20	Masakhane Grassroots Pre-School	3642 Funda Street Project 2 Mbekweni 7655	Joyce Mokapane 021 868 2432/ 0723422604	ECD	R68 000	R11 600
21	Paarl Stimulation Centre	PO Box 61 Sonstraal Hospital 63 Joepat Street Huegote 7645	A Abrahams 021 862 7113/ 0794580454	Stimulation Centre for disabled children	R30 000	R11 600
22	NG Kerk Paarlvallei	Private Bag X 3041 Paarl 7620	Ds G van Brackhuizen 021 872 4395	Service to elderly at Rusthof and Rusoord	R30 000	R11 600
23	Thembinkosi Day Care Centre	3916 Mthunzini Street Project 2 Mbekweni Paarl 7626	Patricia Vuka 021 868 3089/ 0849572118	ECD	R25 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
24	Ligstraal School for LSEN	PO Box 1102 Nederburg Paarl-East 7627	J Lackay 0218627182	Services for Intellectually Disabled Learners	R30 000	R11 600
25	Miqlat	73 Main Road Paarl 7646	Jacques Du Preez 0878077465	Providing services to patients on ARV and caring for children who are infected and affected by HIV/Aids	R30 000	R11 600
26	Luthando Care centre	2 Joepat Street New Orleans Paarl 7646	Thomas Du Plesis 0836909274	Care for ill and frail patients	R30 000	R11 600
27	Langabuya Educare Centre	Langabuya Square Mbekweni 7646	T.N Tyboch 0728682987	ECD	R10 000	R11 600
28	Nonkqubela Home Educare	1869 Ngqayi Street Thembani Square Mbekweni 7646	Mr Mhlebi 0738888893	ECD	R20 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
29	Heavenly Promise	105 Amstelhof Court Paarl East 7646	Freddie Fortuin 0823597804	Capacity Building Programmes for farming communities	R30 000	R11 600
30	Keep the Dream	26 Rainbow End Fairyland Paarl 7620	Oscar Martin 0820841053	Life Skills Programmes for women	R30 000	R11 600
31	Khanyisa Day Care Centre	2241 Flizani Street Chris Hani Mbekweni Paarl 7626	Titi Gloria Sipula	ECD	R20 000	R11 600
32	Mamzana After School Care Project	1732 Zakuzo Street Silwertown Mbekweni 7626	Funeka Ligwa 0712667703	After Care	R30 000	R11 600
33	Sinalo Home Base	3940 Mlonji Street Project 2 Mbekweni Paarl 7626	Ethel Gwengwana	ECD	R50 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
34	Monwabisi Educare Centre	African Ethopian Baptist Church Ntshamba Street Mbekweni 7626	Mirriam Vinger 0846184856	ECD	R30 000	R11 600
35	Zama Home Based Care	1805 Silvertown Mbekweni	Novela Mbekushe 021 868 0677/ 0792277852	ECD	R30 000	R11 600
36	Haven Night Shelter	Ambagsvallei Street Hugenote Paarl 7646	Mr Zwaan 021 8621812	Shelter for destitute	R26 000	R11 600
37	Lukhanyo Youth Development Organisation	1584 Celine Street Silwertown Mbekweni Paarl 7646	Sydwill Sithembiso Magqazana 021868 3678/ 0786485533	Youth Development through Arts & Culture	R121 900	R11 600
38	Islamic Relief World Wide SA	2 Weis Street Paarl 7646	Phaldie Vahed 021 862 8257/ 0738558666	Educational, Cultural & Media programmes	R400 000	R11 600
39	Little Angels	38 Murray Street Charleston Hill Paarl 7646	Evangeline Francke 0783719033	ECD & After Care	R40 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
40	Mbekweni Black Bafanas	V2710 Sand Street Mbekweni Paarl 7626	021 864 5800/ 0836961747	Cultural Music Development	R85 000	R11 600
41	Nonkqubela Service Centre Club	645 Matukata Street Old Library Building Mbekweni Paarl 7626	N Mzuzwana 021 8682818/ 0739179359	Service rendered for elderly persons	R30 000	R11 600
42	Aandblom Dienssentrum	URC Building Windmeul Agter Paarl 7630	S Manas	Services rendered to elderly persons	R30 000	R11 600
43	Mbekweni Community Health Project	2 Red Containers 645 Matukata Street Old library Mbekweni Paarl 7626	Xolani Mvula 021 868 2818 0792825248	Community Development Programmes	R30 000	R11 600
44	Sphamandla Community Project	D193 Enjabeni Street Mbekweni Paarl 7626	Fezeka Mtyole 0737641764/ 0738741418	Community Development Programmes	R20 000	R11 600
45	Adelaars Sport Klub	42 Poole Way Wellington 7655	Evert Galant 0727006092	Grassroot sport programmes	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
46	Maranatha Educare	Cnr Pelican & Suring Street Wellington 7655	Rev Abrahams 021 864 2074/ 0825178655	ECD	R15 000	R11 600
47	Western Cape Community Upliftment and Advancement Specialists	6 Pine Street Welington 7655	C Jacobs 0724081195	Services rendred to elderly persons	R30 000	R11 600
48	Saron Gemeenskap Advieskantoor	Albert Street Saron 6812	Shirley Adams 0738135311	Civil Rights assistance to farm dwellers	R40 000	R11 600
49	Saron Gestremde Vereniging	Boompiespad Ou Pastorie Saron 6812	Francina Mienies 023 240 0658	Services rendered to persons with Disabilities	R30 000	R11 600
50	BAWSI Jeug saron	Morawia Street PO Box 100 Saron 6812	Magrieta Marsh 0232400804/ 0725621089	Youth Development Programmes	R30 000	R11 600
51	24 Rivers Mission Station Management	2 Plein Street Saron 6812	Christo Frantz 0232400517/ 0769101312	Civil Rights assistance to farm dwellers	R45 000	R11 600
52	Simondium Rural Development Forum	PO Box 173 Antoniesfontein Simondium 7670	Nazeley Valentyn 021 864 8047 0724612174	Rural and Social Development on farms	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
53	Lollypop Educare Centre	Coode Street Van Wyksvlei Wellington 7655	021 873 4758	ECD	R30 000	R11 600

Community Support:

Witzenberg

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
1	ACVV Ceres	24 Phillip Street Ceres 6835	023 316 1505	Community Development Services for Warm Bokkeveld	R30 000	R11 600
2	The Haven Night Shelter	1 Owen Street Ceres 6835	Mr. Hassan Khan 0832810339 023 312 1578	Services rendered to destitute	R30 000	R11 600
3	Ceres Secondary School	Gardenia Avenue Ceres 6835	Mr Balie 023 312 2460	Capacity Building Programme for learners and parents	R30 000	R11 600
4	Ezelfontein Primary School	PO Box 221 Ceres 6835	Irene De Wee 0233123058	Extra mural activities for learners	R30 000	R11 600
5	Witzenberg Advice Office	48 Lyell Street Ceres 6835	Naomi Thomas 0233162235	Civil Rights assistance to farm dwellers and general public	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
6	Love and Healing Centre	1138 Vygie Crescent, Bella Vista Ceres 6835	Rose Sampson 0782111595	Safe House for abused women and children	R30 000	R11 600
7	Die Genade van Die Here Kerk-Sopkombuis	17 Senoamali Street Nduli Ceres 6835	Willem De Bruyn 0721552926/ 0722470598	Provide soup and meals to poor families	R30 000	R11 600
8	Sisonke Service Centre	3 Uxololwethu Avenue Nduli Ceres 6835	Cynthia Sinandile 023 312 3957/ 0734007270	Services rendered to elderly persons	R20 000	R11 600
9	Siyakhathala Development Committee	Naledi Pando Clinic Nduli Ceres 6835	Oralia Nketyana 0737869384/ 0730169791	Community Development Programmes	R30 000	R11 600
10	Witzenberg Local Football Association	15 Stanley Street Ceres 6835	Fernando Kelly 0738952639	Youth Development through soccer	R30 000	R11 600
11	United Bombers FC	9 Zolani Street Pine Valley Wolseley 6830	Steven Oliphant 0781636710/ 0726931114	Youth Development through soccer	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
12	Bella Vista High School	Friesland Street Bella vista Ceres 6835	023 315 5058	Development programmes for learners	R30 000	R11 600
13	Nduli Primary School	Main Road Nduli, Ceres 6835 admin@ndulips.wcape.school.za	0233122879/ 0829472169	Development programmes for learners	R30 000	R11 600
14	Iingcinga Zethu Secondary School	Bokoloshe Avenue, Nduli Ceres 6835	023 312 2337	Development programmes for learners	R30 000	R11 600
15	Agter Witzenberg Primary	Witzenberg Valley Ceres	0800 11 8000	Development programmes for learners	R30 000	R11 600
16	Skurweberg Scondary School	Op-die- Berg Koue Bokkeveld Ceres 6836	0233170916	Development programmes for learners	R30 000	R11 600
17	Steinhal Children's Home	PO Box 17, Tulbagh 6820	Bronwyn Jumaats 023 230 1031	Development programmes for orphaned and abused children	R30 000	R11 600

Community Support:

Breede Valley

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
1	Laetitia Dagsorg Sentrum	55 Duncan Way Hexpark Worcester 6850	Laetitia Snyman 023 3424810/ 0781680377	ECD	R10 000	R11 600
2	Glen View Aces Football Club	12 Dawood Street Noble Park Worcester 6850	Joseph Nasson	Community Development thorough Soccer	R20 000	R11 600
3	Esselenpark Glasser project	163 Hartzenberg Street Parkersdam Worcester 6850	Alwin Fortuin 0828747545	Community Development Programmes	R20 000	R11 600
4	Forerunner Ministry Community project		Erena van de Venter 0233472519/ 0769969311	Youth Development	R30 000	R11 600
5	ACVV Bollieland	28 Napier Street Worcester 6850	Joanita Cole 023 342 0760	ECD	R15 000	R11 600
6	Rainbow Valley Educare Centre	PO Box 426 Worcester 6849	Mrs Dlikilili 0794077246	ECD	R20 297.28	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
7	Syzygos Klub vir Bejaardes	15 Arthur Street Worcester 6850	Leonie Blom 023 347 4039/ 0733818023	Services rendered to elderly persons	R30 000	R11 600
8	Rholihlahla Umzanzi Basic Educare	164 Kolgans Street Avian Park Worcester 6850	Emily Solomons 0795556498/ 0765743038	ECD	R30 000	R11 600
9	Seventh Heaven ECDC	Cnr Porter and Tulbagh Street Worcester 6850	Anette Jackson 023 347 6626/ 0767559519	ECD	R50 000	R11 600
10	Tuindorp United	74 Tuindorp Worcester 6850	Emelio Gailie 07451318	Youth Development through sports in Tuindorp	R30 000	R11 600
11	Rastafarian Federation Trust	200 Albatros Street Avianpark Worcester 6850	Dennis Adams 0835731499	Community Upliftment	R30 000	R11 600
12	Breede Valley Economic and Social Transformation Forum	PO Box 887 Worcester 6849	Miana Christians 0835396152	Self empowerment project for abused women	R40 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
13	Houmoed Senior Citizens Centre	1 Brook Street Riverview Worcester 6850	Rev J Phillips 023 342 5466/ 0826685206	Render services to elderly persons	R30 000	R11 600
14	Fit-2-Run	15 Baring Street Worcester 6850	Jacobus Koopman 0826141027	Promoting healthy lifestyles amongst youth in order to address substance abuse and Hiv/Aids	R30 000	R11 600
15	Manchester United F.C.	109 Parker Street Parkersdam Worcester 6850	William Pondt 0827419603	Promoting soccer in disadvantage areas for age groups 11-17 both boys and girls	R20 000	R11 600
16	Double Foot Shooters AFC	98 Van Zyl Avenue Worcester 6850	Allister Witbooi	Development Programmes to promote women soccer players of rural areas	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
17	Klienbegin Diensentrum vir Bejaardes	11 Breerivier Crescent Riverview Worcester 6850	Beulah Vlok 023 342 4352/ 0722635200	Services rendered to elderly persons	R14 000	R11 600
18	Knight Riders Krieket Klub	4 Benjamin Street Hexpark Worcester 6850	S. Stephans 0739293386	Youth Development through Vlakkie Krieket	R30 000	R11 600
19	BAWSI Hanunqua	72 High Street Unit 27 Quenets Arcade Worcester 6850	Savvas Tiqua 023 342 1378/ 0739054036	Farmworker Development Programmes	R30 000	R11 600
20	Worcester House of Hope	Private Bag X3105 Suite 39 Worcester 6849	Erena van de Venter 023 347 2519/ 0822268464	Centre for Abused women and children	R30 000	R11 600
21	Question Marks	31 Sampson Street Riverview Worcester 6850	Tommy Peters 0782189636	Youth Development through music activities	R22 980	R11 600
22	Lukhanyo Home Care and After Care Centre	72 Ndamoy Avenue Zweletemba Worcester 6850	Nombulelo Williams 023 345 2989/ 0745778192	ECD and After Care	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
23	Zanokhanyo Pre-School	47 Mnqcunube Avenue Zweletemba Worcester 6850	Elvina Ndamoyi 023 345 1035	ECD	R30 000	R11 600
24	Zweletemba Rotary Pre-School	PO Box 1051 Worcester 6850	023 345 1027/	ECD	R40 000	R11 600
25	Vukuzenzele Home /Aftercare	24 Ndyalwana Street Zweletemba Worcester 6850	Ellsi Witbooi	ECD and After care for children in Mandela Square	R10 289	R11 600
26	Nonkululeko Aged Service Centre	46 Botsane Street Zweletemba Worcester 6850	Nobantu Matross 0836185739	Services to elderly persons	R30 000	R11 600
27	Zweletemba Arts & Culture	18 Bodla Street/18546 Mtwazi Street, Unubuntu Thusong Centre Zweletemba Worcester 6850	Lizo Paul 0739074638	Arts & Culture programmes for youth	R80 000	R11 600
28	Siphumelele Educare centre	PO Box 6030 Zweletemba Worcester 6850	Petrona Makubalo 023 345 2240	ECD	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
29	Masakheke Educare Centre	46 Mayinjana Street Zweletemba Worcester 6850	Ethel Mfengu 023 345 1252/ 0737376685	ECD	R30 000	R11 600
30	Masikhule Pre-School/Educare	PO Box 6172 Zweletemba Worcester 6852	Elizabeth Gevan 0233452981/ 0735424743	ECD	R30 000	R11 600
31	ACVV Touwsrivier	Rivier Street Touwsriver 6880	Elizabeth Beukes 023 358 1396	Services for Elderly persons	R24 000	R11 600
32	Touwsriver Holiday Programme	2162 Jan Groentjie Street Touwsriver 6880	Gerrit Jaftha 0763356296	Holiday Programmes for disadvantage children of Touwsriver	R30 000	R11 600
33	Ambassodors for Christ	Buitekant Street Touwsriver 6880	Sidney Louw 0721950550	Awareness programmes based on Crime, HIV/Aids & Life Skills training	R30 000	R11 600
34	Hevallei Sekondêr Voetslaan Klub	Gleco Way/ PO Box 192 De Doorns 6875	J. Robinson 023 356 2286	Recreational Activities	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
35	Pentecostal Revival Ministeries	38 Klipdal Street De Doorns 6875	Abraham Hugo 0734749263	Youth Development Programmes to combat substance abuse	R30 000	R11 600
36	Rawsonville United RFC	2 Aandblom Street Rawsonville 6845	Aron Pietersen 023 349 1050/ 023 349 1685	Social Cohesion through Rugby	R28 630	R11 600
37	Dwarsberg Creche	Dwarsberg /PO Box 64 Rawsonville 6845	E. Stofberg 023 349 1919	ECD	R30 000	R11 600

Community Support:

Langeberg

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
1	Silver Treats Dienssentrum	7 Petunia Street Ashton 6715	Ms A. Jaftha 023 615 3728/ 0823934302	Services rendered to elderly persons	R30 000	R11 600
2	Linelihle Old Age Home	293 Building Street Zolani Ashton 6715	R Jantjies 023 615 2015/ 0834776779	Services rendered to elderly persons	R30 000	R11 600
3	Young Protea Rugby Football Club	PO Box 6 Klaasvoogs rivier 6707	0721325666	Addressing social problems through sports	R30 000	R11 600
4	Lingelihle Educare Centre	1051 Vulindlela Street Nkquebela Robertson 6705	Lucy Mase 07814238333	ECD for disabled children	R30 000	R11 600
5	Robertson Krieket Klub	42 Loop Street Callie De Wet Robertson 6705	Jonita Philander 0764240643/ 0848349402	Addressing social problems through cricket	R51 500	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
6	Elukhanyeni Day Care Centre	162 Dayi Street Nkquebela Robertson 6705	Kholiswa Mbusi 023 626 5664/	ECD	R30 000	R11 600
7	Phumlani Adult Association	34 Burwana Street Nkquebela Robertson 6705	Beauty Thayi 023 626 5592	Services rendered to elderly and disabled	R30 000	R11 600
8	ACVVRobertson	PO Box 210 44 Truter Street Robertson 6705	Cecile Kriel 023 626 3098	Community Development Programmes	R10 000	R11 600
9	Robertson Sport en Rekreasie Raad	20 Wesley Street Robertson 6705	Edward Salies 023 626 3579	Sport and Recreational Development in Rural areas	R30 000	R11 600
10	Die Hawe Skuiling & Orientasie Sentrum	10 C Paul Kruger Street Robertson 6705	Quintia Ellis 0846209822/ 0722790283	Shelter for homeless and unemployed persons	R60 000	R11 600
11	Kindersorg SA Schoongesicht Diensentrum	PO Box 353 Paul Kruger Street Robertson 6705	Charlene Scheepers 023 626 5553	Services rendered to elderly	R20 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
12	Robertson Crusaders Youth Band	33 Petumia Street Robertson 6705	Bazil Malgas 0727795105/ 0793952929	Youth Development through music	R30 000	R11 600
13	Breede River Winelands Community Learning Centre	PO Box 524 Montagu 6720	Jemaine De Koker 023 614 1172/ 0784270033	Adult Basic Education Programmes on farms	R30 000	R11 600
14	ACVV Montagu/Ashton	PO Box 45 Tanner Street Montagu 6720	Marianne Meyer 023 614 1490	Community Development Programmes	R7 795	R11 600
15	Montagu Rural Women's Association	Mandela Square Ashbury Montagu 6720	Dulcie Winegaardt 023 614 1017	Community development programmes	R18 000	R11 600
16	Kabouterland Nursery School	24 Mimosa Avenue Ashbury Montagu 6720	HelenPekeur 023 614 1255/ 0733860303	ECD	R30 000	R11 600
17	Young Warriors RVK	18 Bloekom Avenue Monatgu 6720	David Malingo 0732610085	Addressing social problems through Rugby	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
18	Montagu National Youth Organisation	7 Protea Avenue Montagu 6720	Lynn –Ann Du Preez 023 614 2132/ 0845680533	Youth Development Programmes	R30 000	R11 600
19	Michael School Of Dancing	Vygie Avenue 5, Robertson	C. Jansen 079 5033 915 / 073 793 4820	Arts & Cultural activity programmes for children	R20 000	R11 600
20	McGregor Family Centre	42 Church Street, McGregor	Eve Bryant 023 6251 207 / 082 219 4916	Holistic programmes for traumatised and abused children and families	R30 000	R11 600
21	Bram Home Based Care Project	277 Maqolo Avenue, Zolani, Ashton	C Lawrence 023 615 1885	Poverty alleviation programmes for HIV/Aids infected and affected persons	R30 000	R11 600
22	Power Pull Groups	DG 252 Khuselo Street, Zolani, Ashton	Mbikazi Sibulwana 072 115 2219	Youth Arts & Cultural Programmes	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
23	Imazamo Yethu Dancers	12 Spafana Street, Zolani, Ashton	Tenjikwa Jantjies 072 792 5800	Arts & Cultural Programmes	R30 000	R11 600
24	Thandanani Service Centre Club	D9 Majola Street, Zolani, Ashton	Albertina Mvunge 023 615 1886	Services to the Elderly	R30 000	R11 600
25	Robertson Aletiek Klub	2 Jansen Crescent, Robertson	Edward Salies 078 812 1069	Youth Development through athletics	R40 000	R11 600
26	Little Stars Day Care Centre	8 Ngonyama Street, Nkqubela, Robertson	Winnifred Gceba 076 949 3853	ECD	R20 000	R11 600
27	Black Hereos Football Club	72 Hani Steet, Nkqubela, Robertson	Daniel Mliko 074 729 9680	Youth Development through sports	R30 000	R11 600
28	Bram Care Centre	P.O Box 279, Robertson, 6705	Pamela Verrall 023 615 3311	Home Based Care centre for chronically ill children	R24 000	R11 600
29	McGregor Musiek Opleiding Sentrum	20 Buitekant Street, McGregor	Abraham Page 023 625 1874	Youth Development through music	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
30	Kapteintjies Day Care	Drienes Rivier Plaas, Angora, Bonnievale, 6730	023 616 2224	ECD	R20 000	R11 600
31	Vulindlela Educare Centre	250 Maqolo Street, Zolani, Ashton	023 615 3779	ECD	R30 000	R11 600
32	Telltubbies Creche	Newcross Street, Happy Valley, Bonnievale	023 616 3643	Teletubies Creche	R10 000	R11 600
33	Maine Chance Vroue Organisasie	Maine Chance, PO Box 289, Robertson, 6705	Susan Mattys 072 032 3970 / 023 626 1653	Food Security Programmes	R20 000	R11 600
34	Mawubuye Vroue	16 Lang Street, McGregor	Denia Jansen 082 535 8310	Prgrammes for farm workers and abused women	R20 000	R11 600
35	Le Chasseur Creche	Wel van Pas Plaas, Le Chasseur, PO Box 345, Robertson, 6705	Christina Erasmus 083 506 3934	ECD	R25 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
36	Le Chasseur & McGregor Bejaarders	P/A La Griend, Le Chasseur	Eva Joubert 073 266 8253	Services rendered to elderly	R20 000	R11 600
37	Shining Stars Koor	Voorspoed Plaas, Vinkrivier	Gerald Reens 072 744 5692	Youth Development through Music	R30 000	R11 600
38	F.C Porto	Vinkrivier, PO Box 89, Robertson, 6705	Christian Filander 073 140 0866	Community Development through sports	R30 000	R11 600
39	Le Chasseur & McGregor Bejaarders	P/A La Griend, Le Chasseur	Eva Joubert 073 266 8253	Services rendered to elderly	R20 000	R11 600
40	Shining Stars Koor	Voorspoed Plaas, Vinkrivier	Gerald Reens 072 744 5692	Youth Development through Music	R30 000	R11 600
41	F.C Porto	Vinkrivier, PO Box 89, Robertson, 6705	Christian Filander 073 140 0866	Community Development through sports	R30 000	R11 600

NR	NAME OF ORGANISATION	ADDRESS	Contact Details	Services Rendered	Amount Requested	Amount Recommended
42	McGregor Rugby Voetbal Klub	Keerom Street, McGregor	H. Willemse 076 703 7963	Community Development through sports	R30 000	R11 600
43	McGregor Sagtebal Krieket Unie	clarence.hamilton@ langebergandashton.co.za	Clarence Hamilton 078 393 5613	Community Development through sports	R50 000	R11 600
44	Le Chasseur Rugby Voetbal Klub	Le Chasseur, Dannie De Wet. Robertson	Asle Jan Seconds 071 032 1013	Community Development through sports	R36 716	R11 600
45	ACVV Jacaranda Service Centre	40 Paul Kruger Street, Robertson	Dorelle Fourie 023 626 4927	Services rendered to Elderly	R28 220	R11 600
46	Old St. Blues Kersfeeskoor	6 Tulp Street, Panorama. Robertson	Adriaan Cooksen 082 787 1652	Arts & Culture programmes	R30 000	R11 600
47	Montagu Advice Office	13 Akasialaan Ashbury MONTAGU 6720	Chanville Triem 082009399008	Civil Rights programmes for farm workers	R30 000	R11 600
Stellenbosch: 35 **Drakenstein:53** **Witzenberg: 17** **Breede Valley: 37** **Langeberg: 47** **Total Organisations: 189**					**Total: R2 192 400**	

Pesticide Safety on Farms

CAPE WINELANDS DISTRICT
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

CWDM: PESTICIDE SAFETY ON FARMS PROJECT 2011/12 – BENEFICIARY LIST

1. LANGEBERG REGION:

No.	Farm	Owner/Manager
1.	Abrikooskloof	J.D. van Deventer
2.	Amanzi	Norbit Engel
3.	Baviaanskrans	H.Mills and Heleen Knobel
4.	Derdeheuwel	Japie Kriel
5.	Geelboslaagte	J.R. van Eeden
6.	Goudmyn (Philandershoogte)	Montagu Ontwikkelingstrust
7.	Klipheuwel	P.L. Snyman
8.	Klipkuil	Kosie Fouche'
9.	Locarno	Coenie Burger
10.	M.A.G. Plaas	Montagu Ontwikkelingstrust
11.	Nuwedrift	Dawid Joubert
12.	Nuwedrift	Neil Nel
13.	Ordinance	Sias Meyer
14.	Poortjieskloof	P.J. Fouche'
15.	Rietvlei 1	Gert van Deventer
16.	Rietvlei 1	V.A.H. Watts
17.	Rietvlei 1 (Lankgewag)	Phillip Haasbroek
18.	Ruigtevlei	L.D. Stemmet
19.	Sandleegte (Leeurivier)	G.C. Immelman
20.	Talana	Abraham Burger
21.	Wag-'n-bietjie	J.D. van Deventer
22.	Witklei (Triokriel Boerdery PTY)	Jaques Kriel
23.	Zionsberg (Ds. Reggie Boesak)	Montagu Ontwikkelingstrust
24.	Welverdiend	Francios Joubert
25.	Le Domaine	Jacques Marais
26.	Morgenson	Hannes en Neleen Gous
27.	Hopewell	Herman Joubert

2. DRAKENSTEIN REGION:

No	Farm	Owner/General Manager
28.	Nancy	Barend Mouton
29.	Sonneskyn -1	Barend Mouton
30.	Sonneskyn - 2	Barend Mouton
31.	Môrewag	Barend Mouton
32.	Westland	Barend Mouton
33.	De Kruis	Barend Mouton
34.	Slot – 1	Barend Mouton
35.	Slot – 2	Barend Mouton
36.	Shamba	Barend Mouton
37.	Windmeul -1	Barend Mouton
38.	Windmeul - 2	Barend Mouton
39.	Laborans	J.D.Kirsten
40.	Irene	J.D.Kirsten
41.	Uitkyk	J.D.Kirsten

42.	Keerfontein	J.D.Kirsten
43.	Domaine Brahms	Gesie van Deventer
44.	Rheebokskloof	S.F.du Toit
45.	Sandrivier Landgoed -1	J.Stoffberg
46.	Sandrivier Landgoed -2	J.le Roux
47.	Flentersklоof Boerdery	D.C.de Villiers
48.	Avondale Vineyards	Avondale (EDMS)BPK
49.	Vrede en Lust	Vrede en Lust (EDMS)BPK
50.	Rupert & Rothschild Vigerons	Rupert & Rothschild Vigerons (EDMS)BPK

Early Childhood Development

ECD Beneficiary List:

Stellenbosch

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
1	Kibwe Kids/Prochorus Community Development	Oude Molen Distillery Road Stellenbosch 7600	Elsa Pretorius 021 809 9446/ 021 889 8160
2	Isibane –Sempumelelo	770 Long Street Kayamandi Stelenbosch 7600	Sylvia Ndlovu 021 889 8508/ 0741760391
3	Eluthandweni	10 Sesibhozo Street Kayamandi Costaland Stellenbosch 7600	Ndileka Ralasi 0733446502
4	Phakamani Educare	74 7th Avenue Kayamandi Stellenbosch 7600	C Mosibunge 0786201944
5	Frank's Heaven	26 Blarney Street, Kylemore	Rosie Williams
6	Zonstraaltjie Creche	Morgenzon Trust, Kylemore	Veronica Williams 0218851604

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
7	Telly Rubies	1331 Merchat Street, Klapmuts	Fiela Pienaar 021 875 5503
8	Jolly Maatjies	3 Protea Street, Wemmershoek	Hellen Benas 0729859291
9	Kobouterland Educare	PO Box 148 , Franschoek	Mrs Bartlette 0218762747
10	West-Eind Primary	Dirkie Uys Straat, Franschoek	Lance Cyster 0218762306
11	West-Eind After Care	35 Paris Crescent, La Motte	021 8764118
12	Simonsig After Care Centre	Simonsig Farms, Koelenhof Stellenbosch	0712598820
13	Garden of Eden	Sonel Street, Klapmuts	0835826522
14	KLEIN BEGIN DAGSORG	33 Collin Street, Klapmuts	0762771977
15	PETITE PRE-PRIMÊR	PO Box 73, Pniel	021-8851276

ECD Beneficiary List:

Drakenstein

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
1	Siyakhula Day Care Centre	T5 1767 Cnr Mguyo & Qumatana Street, Silwertown Mbekweni 7655	Sonia Nongwedle 0218682466/ 0783390284
2	Bonokuhle After Care School	4307 Project Two Malanji Street Mbekweni Paarl 7626	Eunice Nomtshongwana 0730460206
3	Ikamvalethu After Care	T101 Mculo Street Mbekweni Paarl 7626	Ntombesicelo Skontya 0738279461
4	Kids Only Home Based Care	D229 Imbali Street Mbeweni 7626	Thembela Cwati-Dyantyi 0787613223
5	Rise and Shine After School Care	Mbekweni Primary School Box 8011 Pinzi Street Mbekweni Paarl	N. Juca-Sonamzi 021 868 2648/ 0797678899

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
6	Sunshine Day Care	3474 Bishop Crescent Langabuya Mbekweni Paarl 7626	Patricia Ngethu 0790772276
7	Masibule Home Educare	T.S 1860 Mafila Street Silvertown Mbekweni Paarl 7655	M. Bhula 021 868 4654
8	Life Fantastic Home Based Care	H139 Luhlaza Street Mbekweni Paarl 7646	Bulelewa Dyanti
9	Umlha'welanga Educare Centre	1900 Thembani Square Mbekweni Paarl 7646	N Pringane 071751863
10	Masikhanye Educare Centre	D222 Entabeni Street Mbekweni Paarl 7626	Nomtata Tolotolo
11	Ncebakazi Disabled Creche	3511 Pinzi Street Mbekweni, 7626	M Makara 021 868 0909/ 0839473421

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
12	Phumlani Educare Centre	3257 Machule Street Phola Park Mbekweni, 7626	Caroline Mxesho 0719480167
13	Masakhane Grassroots Pre-School	3642 Funda Street Project 2 Mbekweni 7655	Joyce Mokapane 021 868 2432/ 0723422604
14	Thembinkosi Day Care Centre	3916 Mthunzini Street Project 2 Mbekweni Paarl 7626	Patricia Vuka 021 868 3089/ 0849572118
15	Langabuya Educare Centre	Langabuya Square Mbekweni 7646	T.N Tyboch 0728682987
16	Nonkqubela Home Educare	1869 Ngqayi Street Thembani Square Mbekweni 7646	Mr Mhlebi 0738888893
17	Khanyisa Day Care Centre	2241 Flizani Street Chris Hani Mbekweni Paarl	Titi Gloria Sipula

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
18	Mamzana After School Care Project	1732 Zakuzo Street Silwertown Mbekweni 7626	Funeka Ligwa 0712667703
19	Sinalo Home Base	3940 Mlonji Street Project 2 Mbekweni Paarl 7626	Ethel Gwengwana
20	Monwabisi Educare Centre	African Ethopian Baptist Church Ntshamba Street Mbekweni 7626	Mirriam Vinger 0846184856
21	Zama Home Based Care	1805 Silvertown Mbekweni	Novela Mbekushe 021 868 0677/ 0792277852
22	Little Angels	38 Murray Street Charleston Hill Paarl 7646	Evangeline Francke 0783719033
23	Maranatha Educare	Cnr Pelican & Suring Street Wellington 7655	Rev Abrahams 021 864 2074/ 0825178655

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
24	Paarl Hospital Creche	10 Hospital Street Paarl	Ms Susan Laubscher 021 871 1711
25	Noziswe Day Care	187 Fairyland Daljosafat Paarl	N. Zondani 0725426800
26	Mooikelder Kleuterskool	Mooi Kelder Agter-Paarl	L Swartman 0783754024
27	Novea's Playgroup	37 Iris Street Groenheuwel Paarl	N. November 0732276576
28	Oppiewerf Kleuterskool	Duiker Avenue New Orleans	Ms Humen 0834620921
30	Masiphumele Daycare	500 Fairyland Daljosafat Paarl	Nogejile Spider 0726218196
31	Mickey Mouse Speelgroep	5 Interlude Street Groenheuwel Paarl	Liezel Joseph 0218683782
32	Wesland Educare	Halfmanshof PO Box 17 Gouda	Anna Frystee 0229313180
33	Kriewelkousies	65 Main Road Wellington	Martha 021 873 3119

Community Support:

Witzenberg

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
1	Wonderland Dagsorg Sentrum	PO Box 31 La Plaisant Wolseley	Nathashicey/ Aletta Stanley 023 231 0956 (t) 023 231 0244
2	Ou Stasie Creche	Ou Stasie P.O.Box 16 Wolseley	Tania du Plessi Sadie Fielies 023 231 0726/) 084629 3697/ 073 372 2813
3	Herbergie	Koue Bokkeveld	Marbu Marais 023 313 3112 (t)
4	BAMBI Bewaarskool	Lakenvlei Boerdery PO Box 172, Ceres	Hester swart/ Rose 023 312 2661
5	Klippieland	Posbus 23 Rocklands Koue Bokkeveld	Babes Salmon 023 317 0831 (t) 023 317 0404 (f)
6	Regina Dagsorg	31 Witzenberg Avenue PA Hamlet	Regina Scheepers 073 067 0679
7	Heidi & Peter	Cnr Van der Stelstraat & Waboomstraat, Bella Vista	Elzaan Thomas 073 598 9689 / 073 147 5948

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
8	Besige Bytjies	PO Box 73, Langerivier Koue Bokkeveld	Amanda Ockhuis/ Claudette Voste 023 317 1503 (t) 023 317 0505(f)
9	Feetjieland Bewaarskool	3rd Avenue 15, Tulbagh	Joan Beyers 071 499 4893
10	Ons Nessie	PO Box 17 Rietfontein Koue Bokkeveld	Clarina Coenrad 023 317 0820 (t) 023 317 0014
11	Northridge Crèche	Northridge Farm PO Box 34 Ceres	Bella Plaatjies 073 273 3297
12	Oppie Koppie	P.O. Box 648 Ceres / Hector Pietersenstreet, Phase 4 PA Hamlet	Nicolene Lottering Lita Wessels 083 657 9019
13	Eselfontein crèche	Posbus 37, Eselfontein Ceres	Riana 023 312 2179
14	Hill crèche	Schoonvlei Boerdery creche Ceres	Mnr P Deetlifts 023 315 5757
15	BAKHITA CRECHÉ	118 Ceres 6835	0732407102

ECD Toolkit Beneficiaries:

Breede Valley

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
1	Laetitia Dagsorg Sentrum	55 Duncan Way Hexpark Worcester 6850	Laetitia Snyman 023 3424810/ 0781680377
2	Rainbow Valley Educare Centre	PO Box 426 Worcester 6849	Mrs Dlikilili 0794077246
3	Rholihlahla Umzanzi Basic Educare	164 Kolgans Street Avian Park Worcester 6850	Emily Solomons 0795556498/ 0765743038
4	Seventh Heaven ECDC	Cnr Porter and Tulbagh Street Worcester 6850	Anette Jackson 023 347 6626/ 0767559519
5	Lukhanyo Home Care and After Care Centre	72 Ndamoy Avenue Zweletemba Worcester 6850	Nombulelo Williams 023 345 2989/ 0745778192
6	Zanokhanyo Pre-School	47 Mnqcunube Avenue Zweletemba Worcester 6850	Elvina Ndamoyi 023 345 1035

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
7	Zweletemba Rotary Pre-School	PO Box 1051 Worcester 6850	023 345 1027/
8	Vukuzenzele Home /Aftercare	24 Ndyalwana Street Zweletemba Worcester 6850	Ellsi Witbooi
9	Siphumelele Educare centre	PO Box 6030 Zweletemba Worcester 6850	Petrona Makubalo 023 345 2240
10	Masakheke Educare Centre	46 Mayinjana Street Zweletemba Worcester 6850	Ethel Mfengu 023 345 1252/ 0737376685
11	Masikhule Pre-School/Educare	PO Box 6172 Zweletemba Worcester 6852	Elizabeth Gevan 0233452981/ 0735424743
12	Dwarsberg Creche	Dwarsberg /PO Box 64 Rawsonville 6845	E. Stofberg 023 349 1919
13	Tiny Bubbles	26 Springveld Street Roodewal Worcester	*Me Marleen Phillips* *073 523 0460*

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
14	Cuddle Up 1	87 Octoberstr Roodewal Worcester	Cynthi Ntshinsthi 023 34 7 2202
15	Worcester Suid Dagsorg Sentrum	8 Romanstreet Riverview Worcester	Astrid 023 347 3958
16	Flowerland	Rouxbyn Brandwagh Worcester	Juliana Williams 076 172 0403
17	Oudewagens Drift	Posbus 303, Oudewagens Drift Worcester	Elizabeth Swarts 023 342 0573 023 342 1253
18	Braney Dagsorg	Proteastraat, Rawsonville	Lettie Lottering 073 091 8814
19	Klein Kalant Creche	17 De Novastreet Rawsonville	M Beneke 023 349 1584
20	Ligstraaltjie	Posbus 123, Uitsig Rawsonville	Ronelle van Eeden 023 349 6751 / 082 473 3943
21	Sonstraal Bewaarskool	Janestraat 561, Touwsrivier	Demolene Van Wyk \ A van Niekerk 023 358 1725 (t) 023 358 2184 (f)
22	Sinenceba day care	24 Stofland De Doorns	Violet Ngogela 071 824 6601

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
23	Somerslus Creche	Somerslus De Doorns	Maggy Grispe 023 356 2595 073 373 5827
24	Siphumele Educare centre	Corner of Africa & Mtwazi street Zwelethema	Pat Makhubalo 023 345 2240
25	Wolwehok	P/a Machiel De Villiers Wolwehok De Doorns	Miems 023 356 2738 (t) 023 356 2187(w) 079 554 4210
26	SANDHILLS COMMUNITY CRECHÉ	P o box 43 De Doorns 6875	0823812555
27	Trudie Conradie Creche	Kanetvlei Hevalley De Doorns	023 357 9756

ECD Toolkit Beneficiaries

Langeberg

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
1	Lingelihle Educare Centre	1051 Vulindlela Street Nkquebela Robertson 6705	Lucy Mase 07814238333
2	Elukhanyeni Day Care Centre	162 Dayi Street Nkquebela Robertson 6705	Kholiswa Mbusi 023 626 5664/
3	Kabouterland Nursery School	24 Mimosa Avenue Ashbury Montagu 6720	HelenPekeur 023 614 1255/ 0733860303
4	Little Stars Day Care Centre	8 Ngonyama Street, Nkqubela, Robertson	Winnifred Gceba 076 949 3853
5	Kapteintjies Day Care	Drienes Rivier Plaas, Angora, Bonnievale, 6730	023 616 2224

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
6	Vulindlela Educare Centre	250 Maqolo Street, Zolani, Ashton	023 615 3779
7	Telltubbies Creche	Newcross Street, Happy Valley, Bonnievale	023 616 3643
8	Le Chasseur Creche	Wel van Pas Plaas, Le Chasseur, PO Box 345, Robertson, 6705	Christina Erasmus 083 506 3934
9	Buhle Daycare centre	100 Burwuana street, Faith Mission Church, Nqubela Robertson 6705	Nozukile Mandisa Noguda 078 213 0010
10	Nobonga Silolo care giving	554 Mtutisi street, Nqubela Robertson 6705	Nomvula Silolo 084 627 8932

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
11	Wel van Pas creche	Wouter De Wet, PO Box 345. La Chasseur Robertson 6705	Katriena Jacobs 023 626 2125 083 507 3934
12	Sonstraaltjie,	De Hoop Robertson 6705	Fortuin M 073 481 4357 Mariana Matthys 076 398 1848
13	Stemmet Kwekery	PO Box 157 Stemmet Kwekery Montagu	Christa Galvin 023 –614 1405
14	Rietvlei 1	Posbus 259. Rietvlei no 1 Montagu	Adri Hugo Annalene de Koker 023 – 614 3071
15	Sonskyn	Posbus 395, Sonskyn Ashton	Ronel Tieties 083 109 3216
16	Bonnie Peoples Project	Posbus 305, Plakkerskamp Bonnievale	Heidie van der Merwe 023 616 2806
17	Tinkelinkies	Goeie Hoop POBox 221 Ashton	Nelani Bruwer 023 615 1833
18	Goedemoed Creches	Goedemoed Montagu	Carol Swanepoel/ Clara Jacobs 023 614 1520

NR	NAME OF ORGANISATION	ADDRESS	Contact Details
19	Suncrecst Education	P.O.Box 306, Buitekant Street McGregor	Estelle Beukeman 023 626 1207
20	Elukhanyeni Day Care Centre	162 Dayi Str Nkqubela Robertson	0739929958

Hot Spots

2011 – 2012: HOT SPOTS
BENEFICIARIES FOR WATER AND SANITATION
BEGUNSTIGDES VIR NOOD SANITASIE EN WATER

DRAKENSTEIN			
PLAASNAAM	**EIENAAR**	**ADRES**	**AANTAL HUISE**
Eindelik	Mnr van Zyl	Suider Paarl	10
Schoongezicht	Mnr.C Truter	Daljosafat	4
Schoongezicht Plaas 549	Mnr Banning	Schoonlandgoed cc	10
Ou Ruigtevlei	Mnr Habich	Wellington	Watervoorsiening 16
STELLENBOSCH			
Blaauklippen (Kreefgat)	Mnr. Van der Spuy	P.O. Box 54 Stellenbosch	12
Rust en Vrede	Mnr. Castle	P.O. Box 473 Stellenbosch	7
Happy Vale	Pieter De Waal Koch		10
LANGEBERG			
Klaasvoogds	J. Smit	Robertson	8
E.J. Botha	Grootdam	Bonnievale	3
Jannie Malherbe	Rheebokskraal	McGregor	5
BREEDEVALLEI			
Willow Creek Olive Estate	Anna Regina Arendse Ferdinant Arendse Regina Arendse John Arendse Willem De Wee Johannes Konstabel Jan Manel Willem Steenkamp Johanna van Schalkwyk Isak Swarts Maureen Ewert	Willow Creek Olive Estate	11
De Hoop Mnr Charl Palm	Susan Snyers Sarie Davids Eva Syster Hester Joko Lukas Pretorious Arrie Manuel Nonzangabom Sandlana Lena Waterboer Virginia Paliso Stuurman Morris	Bo-vallei, De Doorns	10
WITZENBERG			
Platfontein	Mnr. A. Hoffmeester		

2011 – 2012: HOT SPOTS
BENEFICIARIES FOR SANITATION
BEGUNSTIGDES VIR NOOD SANITASIE

Breedevalley Municipality
Private Bag x 3046
Worcester
6849

BREEDEVALLEY AREA

ROODEWAL, WORCESTER

PROPERTY ADRESS	OWNER
45 Moosa Street	K Swartz
47 Moosa Street	SJ Stegman
46 Essop Street	PJ Roman
48 Essop Street	Tm & Lj George
49 Van Huyssteen Avenue	S Arendse
51 Van Huyssteen Avenue	G Hill
50 Tambay Street	E Matolla
52 Tambay Street	R Esterhuizen
22 Hartwig Avenue	A Fredrick
219 Buitenkant Street	E Koetanie

Informal Meat Trade

BENEFICIARY LIST

NFORMAL MEAT TRADERS KAYAMANDI: STELLENBOSCH FOR 2011/12

Nokulanga Dwadwa
815 4 th Avenue
Kayamandi

Noluthando Hlalatu
C130
Kayamandi

Andiswa Ntantiso
0492B Zone O
Kayamandi

Nosikhokile Nodiba
A 128 Masithandane Street
Kayamandi

Nomsa May
New Flats No 13
Snake Valley
Kayamandi

Xolile Maxhawulana
C142
Kayamandi

Noluthando Mntuyedwa
J119
Kayamandi

Luzerne Cricket Sets

DEPARTMENT RURAL AND SOCIAL DEVELOPMENT

LIST OF RURAL SECTORS OF SAPS AND PRIMARY SCHOOLS AND ORGANIZATIONS TO BENNEFIT FROM THE LUZERNE CRICKET SETS FOR 2011/2012

BREEDE VALLEY – Capt P Pienaar

1. Stettyn Primary
2. HM Beets Primary
3. Bon Esperance Primary
4. Rawsonville Primary
5. Slanghoek Primary
6. Lemoenpoort Primary
7. Orchard Primary
8. Sandhills Primary

LANGEBERG – Insp GM Nichol & Sr Du Toit

1. Rabie Primary
2. Uitnood Primary
3. Mariasdal Primary
4. Eilandia Primary
5. Vergezight Primary
6. Herberg Kinderhuis

WITZENBERG – Cst M Raab

1. Op Die Berg Primary
2. Steindal Kinderhuis
3. Agter Witzenberg Primary

Budget Allocation: ???

Small Farmers

SMALL FARMERS SUPPORT FUNDING APPLICATIONS 2011/2012

	LOCATION	BUSINESS NAME	CONTACT DETAILS	BUSINESS DESCRIPTION	AMOUNT REQUESTED	AMMOUNT RECOMENDED
LANGEBERG						
1.	Robertson/Ashton	Soekershof	Herman van Bon; 023 626 4134	Organic Gardens	R60,000.00	R45 000.00
WITZENBERG						
1.	Nduli, Ceres	Berg-in-Sig Boerdery	Gawie Jakobs; 072 969 3584	Farming Fruit & Vegetables	R 80 850,00	R45 000.00
2.	Bella Vista, Ceres	Boland Akker Argicutural Primary Co-Op.	Getruida Bezuidenhout; 072 078 9119	Farming Acrons	R 30 000,00	R30 000.00
3.	Nduli Location, Ceres	Moyake Farming Group	N. A. Moyake; 072 821 2223	Pig Farming	R 30 000,00	R30 000.00
4.	56 Buiten str.; Bella Vista; Ceres	Bestershoop Boedery CC	Adam Lottering; 023 3156 60474 083 067 88859	Farming Fruit & Vegetables	R 789 100,00	R45,000.00
5.	47 Klapper St, Tulbagh	Witzenberg Snails Primary Co-operation Ltd	Magdelene Andreas 073 210 0872	Snail farming	R100 000.00	R45 000.00
6.	Op Die Berg	Op Die berg Co-operation	Theodore van Rooyen	Vegetable Farming	R100 000.00	R 45 000.00
BREEDE VALLEY						
1.	Rawsonville	Arbeids Genot	JJ Ruiters; 083 481 0486	Stapel Farming	R50,000.00	R45 000.00
2.		Olive Projek	Johannes September; 083 613 7462	Olive Farming	R60,000.00	R45,000.00
3.	Worcester Hospital Site near Pells Street	BAWSI Emerging Farmers Advisory Council	Ronnie R. Pretorius; 073 905 4036 023 342 1378	Garlic & Vegetables Farming	R 300 300,00	R45,000.00
4.	De Breede Rivier; Apiesklip; Worcester	A.A Cupido Vee Boerdery	Andrew A. Cupido; 076 063 5065	Sheep & Goat Farming	R 70 000,00	R 45 000,00
5.	119 Le Suer Street (Ward 12) Parkers Dam; Worcester	Select a Skill CC	Let Williams; 082 782 4843	Fruit & Vegtable	R50,000.00	R45,000.00

DRAKENSTEIN						
1.	Hospital Street; Huguenot; PAARL	Drakenstein Development Training Projects	C. Cupido; 083 506 2141 021 872 5243	Hospital Vegtable Garden	R 39 966.67	R40 000.00
2.	Bauhinia Flats 117; Klein Nederburg; PAARL	Rastafari Community Project	John Ontong	Herbal Garden	R285 000.00	R45 000.00
3.	251© White City, Thambo St, Mbekweni	Neva Vava (Small Farm)	Mr. Bulelani; 072 132 0361	Pig Farming	R 30 000,00	R30 000.00
4.	F70 Umnyama Street, Mbekweni	Makhosi Livestock Farming	K. Boniswa	Pig Farming	R 30 000,00	R30 000.00
5.	Saron Community Centre, Kerkstraat, SARON	Saron Community Centre/Rivierside Boerdery	F. Wilton; 078 340 1016	Fruit, Vegtable & Animal Farming	R 146 000,00	R45 000.00
6.	Portville; SARON	Bawsi	M. Mtelekiso; 023 24 0804	Vegtable Garden	R 104 000,00	R45,000.00
STELLENBOSCH						
1.	PO Box 530, STELLENBOSCH	Woman on Farms Project	Colette Solomon; 021 887 2960	Impowering Woman working on Farms	R1 240 360.00	R40,000.00
2.	12 Cupido Street, Kylemore, STELLENBOSCH	Herbal View Nursery''CC	Basil Williams; 076 633 3219	Herbal Farming	R79 741.00	R40 000.00
3.	Long Street, Kayamandi; STELLENBOSCH	Legacy Community Development	Louise Fourie; 084 683 9001	Vegetable Gardens	R 39 000,00	R40 000.00
4.	Anandale Road, STELLENBOSCH	Mediprop	Franklin Adams; 073 590 2379	Vegetable Gardens	R104 000.00	R45 000.00
5.	Dwarsrivier Valley, Johannesdal 2, Pniel, STELLENBOSCH	Nursery Project	Ashley Mentoo; 083 703 4205/ 021 885 1116	Flower Nursery	R100 000.00	R45 000.00
6.	Linquenda Farm; Anandale Road; STELLENBOSCH	Golden Sunset Fresh Produce	Alvyn Jeptha; 071 289 8349	Vegetable Garden	R 200 000,00	R45,000.00

TOTAL APPLICATIONS : 24 RECOMMENDED AMMOUNT : R1 000,000.00

Water and Sanitation

BENEFICIARIES FOR THE WATER AND SANITATION SUBSIDIES 2011/2012

		PROJECT
1.	Breede Valley Area	R960 000
2.	Langeberg Area	R1554 000
3.	Witzenberg Area	R897 000
4.	Stellenbosch Area	R54 000
5.	Drakenstein Area	R494 000
		R 3959000

BREEDE VALLEY AREA 2011/2012

APPLICATIONS									RECOMMENDATION					
NR	**OWNER AND PROPERTY**	WATER IN KITCHEN	BATHROOM WITH FLUSH SYSTEM	ONLY WATER TOILET	VIP TOILET	ELECTRICITY	WARM WATER	TOTAL APPLICATIONS VAT INCLUDED	WATER IN KITCHEN	BATHROOM WITH WATER BORN	ONLY WATER TOILET	VIP TOILET	TOTAL	PROGRESSIVE TOTAL VAT INCLUDED
1	Nirwanda Plase Posbus 25 HEXRIVIER 6855 QUICK VEST PTY LTD		10					R70 000		7			R42 000	R42 000
2	Mnr. F.J. Rossouw Posbus 15 DE DOORNS 6875 LA DAUPHINE	3	3					R27 000	3	3			R27000	R69 000
3	AS Viljoen Junior Trust Posbus 2 HEXRIVIER 6855 VREESNIET		7					R49 000		6			R42 000	R111 000
4	Christie van Zyl Familie Trust Posbus 46 GOUDINI-WEG 6856 ROODEBERG	3	2					R20 000	3	2			R20 000	R131 000
5	J.D. Marais Posbus 26 RAWSONVILLE 6845 BLAARFONTEIN		10					R70 000		6			R42 000	R173 000
6	Mnr. T.C. Rabie Posbus 44 DE DOORNS 6875 TC RABIE		4	4				R40 000		4	4		R40 000	R213 000
7	Jean Rossouw Posbus 217 RAWSONVILLE 6845 GROENVLEI	5	5					R45 000	5	5			R45 000	R258 000
8	M.M. Basson Posbus 42 BREERIVIER 6858 MIJNZORG		2					R14 000		2			R14 000	R272 000
9	F.J. Rossouw Posbus 15 DE DOORNS 6875 EILANDIA	3	3					R27 000	3	3			R27 000	R299 000
10	Du Nau Boerdery (Edms) Bpk Posbus 120 RAWSONVILLE 6845 ALMA	10	10					R90 000		6			R42 000	R341 000

11	Cilmor Trust Posbus 668 WORCESTER 6849 ZANDVLAK		7					R49 000		6			R42 000	R383 000
12	Malkopklip Boerdery Trust Posbus 176 RAWSONVILLE 6845 MALKOPKLIP		2					R14 000		2			R14 000	R397 000
13	JC Rabie Tsalta Posbus 85 DE DOORNS 6875 TSALTA	4	4					R36 000	4	4			R36 000	R433 000
14	DL Brink & Seuns Boerdery Bonheur Posbus 119 RAWSONVILLE 6845 BONHEUR	2	2					R18 000	2	2			R18 000	R451 000
15	P van der Merwe Boerdery Posbus 71 RAWSONVILLE 6845 HERVIL	3	3					R27 000	3	3			R27 000	R478 000
16	AP Naude Posbus 20 GOUDINI-WEG 6856 ONDERPLAAS	23	2	5				R75 000		2	5		R29 000	R507 000
17	Ruan Brink Klipdrift Posbus 195 RAWSONVILLE 6845 KLIPRIVIER	6	2					R26 000	6	2			R26 000	R533 000
18	Waboomsrivier Koöperatiewe Wynkelder Posbus 24 BREERIVIER 6858 KLEINEBERG	13	13			4	13	R129 000		6			R42 000	R575 000
19	Piet le Roux Posbus 34 RAWSONVILLE 6845 GOUDYN TRUST	1	1					R9 000	1	1			R9 000	R584 000
20	WJ Smith Posbus 151 RAWSONVILLE 6845 CABRIERE	13						R26 000	13				R26 000	R610 000
21	Rian Botha Posbus 1 BOTHA 6857 DE HOOP		1				1	R7 000		1			R7 000	R617 000

22	Vredehof Boerdery Trust Posbus 138 RAWSONVILLE 6845 VREDEHOF	4	1				7	R25 000	4	1			R25 000	R642 000
23	Alexander Kriel Posbus 149 DE DOORNS 6875 NON PAREIL	5		1				R13 000	5		1		R13 000	R655 000
24	PJ Theron Posbus 29 DE WET 6853	2		1				R7 000	2		1		R7 000	R662 000
25	Phillips Petrus Smith Posbus 23 RAWSONVILLE 6845 DAGBREEK	15						R30 000	15				R30 000	R692 000
26	Christoff Marais Posbus 22 BREERIVIER 6858 ARBEIDSVREUGD	10				10	10	R20 000	10				R20 000	R712 000
27	GSR Viljoen Posbus 131 RAWSONVILLE 6845 DE KLEINBEGIN WINGERDE		1					R7 000		1			R7 000	R719 000
28	Francois Botha Posbus 45 RAWSONVILLE 6845 GROOT EILAND	1	1				1	R9 000	1	1			R9 000	R728 000
29	Botha Wynkelder Posbus 30 BOTHA 6857 BOTHA KOOPERATIEWE WYNKELDER BPK	2	6			2	2	R46 000		6			R42 000	R770 000
30	WJ Viljoen / E&K Boerdery Posbus 206 RAWSONVILLE 6845 EBENHAESER		2					R14 000		2			R14 000	R784 000
31	Voorsorg Boerdery Posbus 201 RAWSONVILLE 6845 VOORSORG		6					R42 000		6			R42 000	R826 000
32	AS Viljoen Junior Trust Posbus 2 HEXRIVIER 6855 UITKYK		7					R49 000		6			R42 000	R868 000
32	AC Auret Posbus 134 WORCESTER 6849 BRANDWAG BOERDERY BPK			3		3	3	R9 000			3		R9 000	R877 000

33	JG Botha Posbus 36 BREERIVIER 6858 SOVERBY	2	2					R18 000	2	2			R18 000	R895 000
34	JAN Pieterse Posbus 2 BREERIVIER 6858 DE EIKE		2			8		R14 000		2			R14 000	R909 000
35	Mackenzie Ice Investments Posbus 42 TOUWSRIVIER 6880 NOOITGEDACHT	1	1					R9 000	1	1			R9 000	R918 000
36	Christo Grobbelaar Posbus 271 Gelukwaarts WORCESTER 6849 REIERSVLEI		6					R42 000		6			R42 000	R960 000

LANGEBERG GEBIED 2011/2012

	APPLICATIONS								RECOMMENDATION					
	OWNER AND PROPERTY	WATER IN KITCHEN	BATHROOM WITH FLUSH SYSTEM	ONLY WATER TOILET	VIP TOILET	ELECTRICITY	WARM WATER	TOTAL APPLICATIONS VAT INCLUDED	WATER IN KITCHEN	BATHROOM WITH WATER BORN	ONLY WATER TOILET	VIP TOILET	TOTAL	PROGRESSIVE TOTAL VAT INCLUDED
1	M.L. Verster Sandleegte Restant				2							3	3 000	3 000
2	Smuts Broers Agri (Pty) Olyvendal	2	2						2	2			27 000	30 000
3	A.P. De Wet Le Grand Chasseur Landgoed	5	5						5	5			45 000	75 000
4	Etienne Zeeman Goudmyn, Robertson	7	1						7	1			23 000	98 000
5	E.J. Bruwer Uitsig, Robertson			15							15		45 000	143 000
6	Visser Fam. Trust Gelukshoop	8	8						5	5			45 000	188 000
7	J.P. Conradie Krakedouw	5	5						5	5			45 000	233 000
8	H.P. Van der Merwe Ged 117, Wolvendrift nr 125	5	5						5	5			45 000	278 000
9	G.J. Joubert Robyn, Robertson	1	1						1	1			9 000	287 000
10	E. Bruwer Edms Bpk Goedemoed		21							6			42 000	329 000
11	E. Bruwer Edms Bpk Mont Bois Landgoed		14							6			42 000	371 000
12	Smuts Broers Agri (Pty) Ltd Lucerne	5	5						5	5			45 000	416 000
13	Smuts Broers Agri (Pty) Ltd Klipboschlaagte	5	5						5	5			45 000	461 000
14	Ashton Koop Wynkelder Afgeskafte Erfpaggrond	8	6						5	5			45 000	506 000
15	Ashton Grape Gravos & Concentrators Ged. Afgeskafte erfpaggrond Gedt 14 (van Gedlt 11) plaas Zandvliet	7	2	2					7	2	2		39 000	545 000
16	Johan Rossouw Die Vlei	4	4					Dringend *	4	4			36 000	581 000
17	D. Nel Burgersvlei	3	3						3	3			27 000	608 000
18	P.L. Snyman Klipheuwel				2							2	6 000	614 000
19	Brent Burger Lushof, Bonnievale	5	5						5	5			45 000	659 000
20	Drieniesrivier Trust Bonnievale		10							6			42 000	701 000
21	A. Burger Biesiepol	1	1	3					1	1	3		12 000	713 000
22	Johan Rossouw Tertia	4	4						4	4			36 000	749 000

LANGEBERG GEBIED															
APPLICATIONS									RECOMMENDATION						
	OWNER AND PROPERTY	WATER IN KITCHEN	BATHROOM WITH FLUSH SYSTEM	ONLY WATER TOILET	VIP TOILET	ELECTRICITY	WARM WATER	TOTAL APPLICATIONS VAT INCLUDED	WATER IN KITCHEN	BATHROOM WITH WATER BORN	ONLY WATER TOILET	VIP TOILET	TOTAL	PROGRESSIVE TOTAL VAT INCLUDED
23	Johan Rossouw Driefontein	3	3						3	3			27 000	776 000
24	J. Smit Glen, Robertson	5	5						5	5			45 000	821 000
25	K.W. Du Toit La Masion	5	5						5	5			45 000	866 000
26	K.W. Du Toit Goree	5	5						5	5			45 000	911 000
27	J.T. Rabie Klaasvoogdsrivier	1							1				2 000	913 000
28	Ian Attenborough Wolvekloof	4	4						4	4			36 000	949 000
29	Matt Roberts Zephyr 7 Project Develop Mc Gregor		5							5			35 000	984 000
30	L.N. Engelbrecht Gedl 3 v/d Plaas Keerom 2	2	2						2	2			18 000	1002 000
31	P.B. Kriel Takkap Trust		5							5			35 000	1037 000
32	J.C.F. Beukes TP Akte 34283/84 Kruispadkloof		1							1			7 000	1044 000
33	H.H. Van der Merwe Vooruitzicht, Robertson	11	11						5	5			45 000	1089 000
34	D.J. Le Roux Olifantsdoorns, Mc Gregor				9							9	27 000	1116 000
35	Visser Familie Trust Olifantsdoorns, Mc Gregor	6	6	6					5	5			45 000	1611 000
36	J.G. Smit (Jaco) Vrede, Bonnievale	5	5	5					5	5			45 000	1206 000
37	Mechau Viljoen Eilandia Plase Edms Bpk	4	4	4					4	4	3		45 000	1251 000
38	Eduard Bruwer Isabeau, Robertson	5	5						5	5			45 000	1296 000
39	F.J. Prins Zevenfontein Trust	5	5						5	5			45 000	1341 000
40	V. Rossouw Taaibos Trust, Bn/vale	4	4						4	4			36 000	1377 000
41	H.M. Rossouw Leeuwhoek, Koo	1	1						1	1			9 000	1386 000
42	H.M. Rossouw Die Vlei, Koo	1	1						1	1			9 000	1395 000
43	Mountain View Vineyards Mountain View Farm	4	1	4					4	1	4		27 000	1422 000
44	Tradouw Highlands Morgenson	5	5		1				5	5			45 000	1467 000
45	Tradouw Highlands Klipkuil		12							6			42 000	1509 000
46	J.G. Smit Vrede, Bonnievale	2	2	2					2	2	2		24 000	1554 000

24	Richcat Farm Holdings Vrede	1	1				1	1			9 000	842 000
25	Delmien Boerdery Klein Avontuur	2	2				2	2			18 000	860 000
26	M C du Plessis Aurora		1					1			7 000	867 000
27	Goosen Trust Oustasie			10					10		3 000	897 000

STELLENBOSCH 2011/2012															
APPLICATIONS									RECOMMENDATION						
NR	**OWNER AND PROPERTY**	WATER IN KITCHEN	BATHROOM WITH FLUSH SYSTEM	ONLY WATER TOILET	VIP TOILET	ELECTRICITY	WARM WATER	TOTAL APPLICATIONS VAT INCLUDED	WATER IN KITCHEN	BATHROOM WITH WATER BORN	ONLY WATER TOILET	VIP TOILET	TOTAL	PROGRESSIVE TOTAL VAT INCLUDED	
1	J. A. Visser Simonvale	1	1						1	1			9 000	9 000	
2.	Mnr J.H. Joubert Koelenhof Boedery	5	5						5	5			45 000	54 000	

WITZENBERG AREA 2011/2012

APPLICATIONS							RECOMMENDATION					
NR	**OWNER AND PROPERTY**	WATER IN KITCHEN	BATHROOM WITH FLUSH SYSTEM	ONLY WATER TOILET	VIP TOILET	TOTAL APPLICATIONS VAT INCLUDED	WATER IN KITCHEN	BATHROOM WITH WATER BORN	ONLY WATER TOILET	VIP TOILET	TOTAL	PROGRESSIVE TOTAL VAT INCLUDED
1	I B Mostert Kanonkop		10	1				6	1		45 000	45 000
2	Crispy Farming Vreeland	18	18				1	6			44 000	89 000
3	Catwalk Investments Knolfontein	2	2				2	2			18 000	107 000
4	Bertan Familie Trust Weltevrede	2	2	2			2	2	2		24 000	131 000
5	F D Zeeman Rooiland	11		11			6		11		45 000	176 000
6	G du Plessis Weltevrede	16		16					15		45 000	221 000
7	H Hanekom Slagboom	7	4	1			7	4	1		45 000	266 000
8	Karee Kloof Farms Droëland	5	5				5	5			45 000	311 000
9	F van der Merwe Bronaar		8					6			42 000	353 000
10	J N Theron Fisaasbos plase	11	11				1	6			44 000	397 000
11	F P T Zeeman Bergplaas	13	13	18			1	6			44 000	441 000
12	Laastedrif Boerdery (Edms) Bpk Laastedrif	8	8				5	5			45 000	486 000
13	J W van Wyk Swaarmoed	5	5				5	5			45 000	531 000
14	F van der Merwe Uitkyk		4					4			28 000	559 000
15	Hauptfleisch Broers Vrolikheid	9	2	4			9	2	4		44 000	603 000
16	Saronsberg Cellar Saronsberg	5	5				5	5			45 000	648 000
17	Laastedrif Boerdery (Edms) Bpk Uitkoms	4	4				4	4			36 000	684 000
18	C J Orffer Bloubank	5		5			5		5		25 000	709 000
19	F van der Merwe Kleinfontein		4					4			28 000	737 000
20	P F Theron Vooruitsig	2	2				2	2			18 000	755 000
21	Laastedrif Boerdery (Edms) Bpk Klein Vlakte	4	4				4	4			36 000	791 000
22	J G du Plessis Mont Rouge	3					3				6 000	797 000
23	Gavin O'Conner Klipdrif	4	4				4	4			36 000	833 000

DRAKENSTEIN 2011/2012															
APPLICATIONS									RECOMMENDATION						
NR	**OWNER AND PROPERTY**	WATER IN KITCHEN	BATHROOM WITH FLUSH SYSTEM	ONLY WATER TOILET	VIP TOILET	ELECTRICITY	WARM WATER	TOTAL APPLICATIONS VAT INCLUDED	WATER IN KITCHEN	BATHROOM WITH WATER BORN	ONLY WATER TOILET	VIP TOILET	TOTAL	PROGRESSIVE TOTAL VAT INCLUDED	
1	South African Heritage Resources Agency Goederust	3	3						3	3			27 000	27 000	
2	David de Villiers Fleterskloof, De Villiers Familie Trust	2		14					1		14		44 000	71 000	
3	Myburgh Heldersig	10		10					7				44 000	115 000	
4	Zanddam De Hoop	8	3						8	3			37 000	152 000	
5	Attilio Dalpiaz & Michela Sfiligoi	13	13						5	5			45 000	197 000	
6	S.H. van Zyl L.A Coteau Boedery	8	4	3					8	4			44 000	241 000	
7	A. Hoekstra De Kruis		6							6			42 000	283 000	
8	A. Hoekstra Morewag		6							6			42 000	325 000	
9	A. Hoekstra Windmeul	5	5						5	5			45 000	370 000	
10	A. Hoekstra Westland	14	14						5	5			45 000	415 000	
11.	A. Hoekstra Nancy	2	3	3					2	3	3		34 000	449 000	
12.	Simonsvlei Landgoed Groot Simonsvlei	5	5						5	5			45 000	494 000	

Bulk Infrastructure Planning

CAPE WINELANDS DISTRICT
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

DATUM / DATE	:	2011-02-24
VERW / REF	:	5/15/2/1
BEAMPTE / OFFICIAL	:	**UITVOERENDE DIREKTEUR : INGENIEURS- EN INFRASTRUKTUURDIENSTE** **MNR A VAN TAAK**
MEMORANDUM AAN / TO	:	**UITVOERENDE DIREKTEUR : FINANSIËLE BESTUURSDIENSTE** **MNR JG MARAIS**

DORA TOEKENNING 2011/2012

1. Ten opsigte van die DORA toekenning van R3,000,000-00 vir “Regional Bulk Infrastructure Grant” die volgende:

2. Die toekenning is vir die beplanning van grootmaat infrastruktuurdienste van die B-Munisipaliteite.

   Die B-Munisipaliteite gaan self die beplanning onderneem en die fondse gaan dus aan die B-Munisipaliteite oorgedra word.

   - Kan u asseblief voorsiening maak vir die uitgawe onder pos nommer 11330 (Projekte + Behuising).

   - Aangesien die fondse aan die B-Munisipaliteite oorgedra gaan word kan u asseblief al vyf (5) B-Munisipaliteite se name naamlik:

     (1) Breede Vallei Munisipaliteit
     (2) Langeberg Munisipaliteit
     (3) Witzenberg Munisipaliteit
     (4) Drakenstein Munisipaliteit
     (5) Stellenbosch Munisipaliteit

     lys in terme van Artikel 17(3)j.

A VAN TAAK
UITVOERENDE DIREKTEUR : INGENIEURS-
EN INFRASTRUKTUURDIENSTE

ANNEXURE F

ANNEXURE "F"

THE PROPOSED COST TO THE MUNICIPALITY FOR THE BUDGET YEARS OF THE SALARY, ALLOWANCES

	SECTION 17(1)(k)(i)	**2011/2012**	**2012/2013**	**2013/2014**
	Executive Mayor	706 500.00	755 955.00	808 871.85
	Executive Deputy Mayor	606 700.00	649 169.00	694 610.83
	Speaker	606 700.00	649 169.00	694 610.83
	Members of the EMC	3 916 000.00	4 190 120.00	4 483 428.40
Section 17(1)(k)	Members of Council	3 218 500.00	3 416 480.00	3 300 871.60
Section 17(1)(k)	District Municipal Manager	R 1 300 120.00	R 1 391 128.40	R 1 488 507.39
	Corporate Services	R 937 000.00	R 1 002 590.00	R 1 072 771.30
	Financial Management Services	R 1 089 799.00	R 1 089 799.00	R 1 089 799.00
	Engineering and Infrastructure Development Services	R 1 084 500.00	R 1 160 415.00	R 1 241 644.05
	Regional Development and Planning	R 1 066 700.00	R 1 141 369.00	R 1 221 264.83
	Rural and Social Development	R 1 076 600.00	R 1 151 962.00	R 1 232 599.34
	Community and Developmental Services	R 1 063 500.00	R 1 137 945.00	R 1 217 601.15
	TOTAL	**R 16 672 619**	**R 17 736 101**	**R 18 546 581**

ANNEXURE G

id	Strategic Objective (IDP 2007-2011) (IDP 2007-2011 Chapter 2.3.)	Development Objectives (IDP 2010-2011 Chapter 10)	Directorate/Sub-directorate/ Business Unit	Vote (Project Code)	Projects	Units of Measurement	National KPA	KPI Input	(Job Creation) Output	(Training) Outcome	Annual Target 2011/12	ACTUAL Performance 2011/12
001	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	1.1 Establish a vehicle to ensure all businesses are co-operating (i.e. CW Economic Development; Entrepreneurial business support programme)	LOCAL ECONOMIC DEVELOPMENT	1:1004:5037	Entrepreneurial Seed Funding	Number of SMMEs supported	3 - Local Economic Development (LED)	R 1 800 000	No. of Jobs created = 180	Funding for Emerging businesses	80	
002	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	1.1 Establish a vehicle to ensure all businesses are co-operating (i.e. CW Economic Development; Entrepreneurial business support programme)	LOCAL ECONOMIC DEVELOPMENT	1:1004:5001	Small Business Support Programme	Number of SMMEs supported	3 - Local Economic Development (LED)	R 1 000 000	Support to small businessess	To address the fragmented approach in implementing business support and development programmes Training - 80	80	
003	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	1.1 Establish a vehicle to ensure all businesses are co-operating (i.e. CW Economic Development; Entrepreneurial business support programme)	LOCAL ECONOMIC DEVELOPMENT	1:1004:5039	LED Expos	Number of Expo's	3 - Local Economic Development (LED)	R 700 000	6 Expo's	Exposure to markets and marketing opportunities for SMME's	6	
004	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	4.2 Establish a vehicle for Skills development and Training (i.e. Establishment of Bursary fund to increase investment in training opportunities)	TOURISM	1:1103:5019	Schools Programme	Number of schools supportedSchools	2 - Municipal Institutional Development and Transformation	R 400 000	120 schools	Tourism awareness	120	
005	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	4.2 Establish a vehicle for Skills development and Training (i.e. Establishment of Bursary fund to increase investment in training opportunities)	TOURISM	1:1103:5306	Tourism Training	Number of Entrepreneurs to be trained	2 - Municipal Institutional Development and Transformation	R 250 000	Skills Development	Capacity Building 24	24	
006	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	4.2 Establish a vehicle for Skills development and Training (i.e. Establishment of Bursary fund to increase investment in training opportunities)	TOURISM	1:1103:5311	Educational	Number of Educationals	2 - Municipal Institutional Development and Transformation	R 200 000	10 Educationals	Marketing and promotion of tourism offerings in the District	10	
007	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	4.2 Establish a vehicle for Skills development and Training (i.e. Establishment of Bursary fund to increase investment in training opportunities)	TOURISM	1:1103:5328	Community Training	Number of SMME's supported	2 - Municipal Institutional Development and Transformation	R 300 000	Reduce unemployment, alleviate poverty, enhance life skills and business skills of entrepreneurs in the tourism industry.	skills developed or improved = 25	25	
008	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	1.1 Establish a vehicle to ensure all businesses are co-operating (i.e. CW Economic Development; Entrepreneurial business support programme)	TOURISM	1:1103:5434	Freedom Run	Marathon	5 - Good Governance and Public Participation	R 500 000	1 x event	Development of historical icons	1	
009	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	5.1 Graduate people out of poverty through the investment in Human Capital	TOURISM	1:1103:5307	Tourism Month	Number of Events	2 - Municipal Institutional Development and Transformation	R 100 000	2 events	Create awareness on Tourism	2	
010	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	1.1 Establish a vehicle to ensure all businesses are co-operating (i.e. CW Economic Development; Entrepreneurial business support programme)	TOURISM	1:1103:5412	LTA Projects	Local Tourism Offices Supported	3 - Local Economic Development (LED)	R 150 000	15 Projects	Tourism development	15	
011	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	1.5 Promoting environmental sustainability to preserve and improve our current environment for future generations.	ENVIRONMENTAL PLANNING	1:1522:5136	Environmental Management Framework	Environmental Management Framework	5 - Good Governance and Public Participation	R 540 000	1 x Final Report from Study	Environmental awareness, Education and improved IGR	1	
012	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	1.5 Promoting environmental sustainability to preserve and improve our current environment for future generations.	ENVIRONMENTAL PLANNING	1:1522:5043	Environmental Education and Awareness	Environmental Youth Camps	5 - Good Governance and Public Participation	R 1 000 000	Environmental Youth Camps	skills developed or improved = 1200	20	
013	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	1.5 Promoting environmental sustainability to preserve and improve our current environment for future generations.	ENVIRONMENTAL PLANNING	1:1522:5043	Environmental Education and Awareness	Environmental Expo	5 - Good Governance and Public Participation	in above amount	Environmental Expo	skills developed or improved = 200	1	

014	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	1.5 Promoting environmental sustainability to preserve and improve our current environment for future generations.	ENVIRONMENTAL PLANNING	1:1522:5140	EPWP Invasive Alien Vegetation Management	Hectares Cleared from Alien Vegetation	5 - Good Governance and Public Participation	R 3 270 000	820 Hectares Cleared 3600 jobs created	skills developed or improved =900	**820**	
015	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	1.5 Promoting environmental sustainability to preserve and improve our current environment for future generations.	ENVIRONMENTAL PLANNING	::	WfW Project	Number of Contractors	5 - Good Governance and Public Participation	R 11 100 000	300 contracts	skills developed or improved = 900	**300**	
016	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	1.5 Promoting environmental sustainability to preserve and improve our current environment for future generations.	Planning	11521: 5047	Scoping Report: Land use Management System	Scoping Report	5 - Good Governance and Public Participation	R 250 000	1 Report	To determine Benefits and constraints for Land use Management	1	
017	1. REG PLAN & ECO DEV: To Facilitate the Development of Sustainable regional land use, economic, spatial and environmental planning frameworks that will support and guide the development of a diversified, resilient and sustainable district economy	1.5 Promoting environmental sustainability to preserve and improve our current environment for future generations.	Planning	11521: 5020	Management Plan: Cape Winelands Biosphere reserve	Management Plan	5 - Good Governance and Public Participation	R 200 000	1 x Management Plan	To achieve objectives of the AFRI-MAB Programme	1	
018	2. COM & DEV: To ensure the health and safety of communities in the Cape Winelands through the proactive prevention, mitigation, identification and management of environmental health, fire and disaster risks	2.1 Promotion of safe living conditions and physical location (i.e. safe food, safe water)	MUNICIPAL HEALTH SERVICE	1:1441:5210	Subsidy: Water/Sewerage - Farms	Serviced Properties	1 - Basic Service Delivery	R 2 700 000	60 serviced properties	60 Beneficiaries reached	60	
019	2. COM & DEV: To ensure the health and safety of communities in the Cape Winelands through the proactive prevention, mitigation, identification and management of environmental health, fire and disaster risks	2.1 Promotion of safe living conditions and physical location (i.e. safe food, safe water)	MUNICIPAL HEALTH SERVICE	1:1441:5218	Clean-Up Campaigns	Clean-Up Campaigns	1 - Basic Service Delivery	R 2 000 000	222 campaigns held - No. of Jobs created = 820	Awareness to reach Community	222	
020	2. COM & DEV: To ensure the health and safety of communities in the Cape Winelands through the proactive prevention, mitigation, identification and management of environmental health, fire and disaster risks	2.1 Promotion of safe living conditions and physical location (i.e. safe food, safe water)	MUNICIPAL HEALTH SERVICE	1:1441:5219	Environmental Health Educ. Expo	Theatre Performances. Number of farms provided with awareness training. Number of education modules	5 - Good Governance and Public Participation	R 478 800	120 performances to be held, 60 farms visited, 26 modules	Awareness no of learners 884	**120** **60** **26**	
021	2. COM & DEV: To ensure the health and safety of communities in the Cape Winelands through the proactive prevention, mitigation, identification and management of environmental health, fire and disaster risks	2.1 Promotion of safe living conditions and physical location (i.e. safe food, safe water)	MUNICIPAL HEALTH SERVICE	1:1441:5189	Health & Hygiene Improvement Project: Informal Meat Trade	Mobile Stations	3 - Local Economic Development (LED)	R 240 000	8 workstations	Improved hygienic conditions 8 Individuels trained	8	
022	2. COM & DEV: To ensure the health and safety of communities in the Cape Winelands through the proactive prevention, mitigation, identification and management of environmental health, fire and disaster risks	1.5 Promoting environmental sustainability to preserve and improve our current environment for future generations.	MUNICIPAL HEALTH SERVICE	1:1441:5190	Greening	Trees Planted	5 - Good Governance and Public Participation	R 233 200	1100 trees No. of Jobs created = 50	Combating global warming	1 100	
023	2. COM & DEV: To ensure the health and safety of communities in the Cape Winelands through the proactive prevention, mitigation, identification and management of environmental health, fire and disaster risks	1.5 Promoting environmental sustainability to preserve and improve our current environment for future generations.	MUNICIPAL HEALTH SERVICE	1:1441:5225	Waste Recycling Project	Waste Minimisation initiatives	1 - Basic Service Delivery	R 500 000	2 initiatives	skills developed or improved = 20	2	
024	2. COM & DEV: To ensure the health and safety of communities in the Cape Winelands through the proactive prevention, mitigation, identification and management of environmental health, fire and disaster risks	1.5 Promoting environmental sustainability to preserve and improve our current environment for future generations.	MUNICIPAL HEALTH SERVICE	1:1441:5433	Biological Rodent Control Program	Owl Nests	5 - Good Governance and Public Participation	R 169 600	Report Issued From Service Provider	Awareness	**50**	
025	2. COM & DEV: To ensure the health and safety of communities in the Cape Winelands through the proactive prevention, mitigation, identification and management of environmental health, fire and disaster risks	2.1 Promotion of safe living conditions and physical location (i.e. safe food, safe water)	MUNICIPAL HEALTH SERVICE	1:1441:5436	Pesticide Safety	Awareness Sessions	5 - Good Governance and Public Participation	R 106 000	2 awareness sessions	Safe and responsible handling of pesticides on farms	2	
026	2. COM & DEV: To ensure the health and safety of communities in the Cape Winelands through the proactive prevention, mitigation, identification and management of environmental health, fire and disaster risks	2.1 Promotion of safe living conditions and physical location (i.e. safe food, safe water)	MUNICIPAL HEALTH SERVICE	1:1441:5436	Pesticide Safety	Safety Kits Handover ceremony of safety kits	5 - Good Governance and Public Participation		Pesticide awareness on farms	skills developed or improved = 45	45 1	
027	2. COM & DEV: To ensure the health and safety of communities in the Cape Winelands through the proactive prevention, mitigation, identification and management of environmental health, fire and disaster risks	2.1 Promotion of safe living conditions and physical location (i.e. safe food, safe water)	DISASTER MANAGEMENT	1:1610:0236	Community Safety	Number of Community Policing Forums with neighbourhood watches	1 - Basic Service Delivery	R 500 000	Support to 23 Neighbourhood watch's 200 temp. jobs	To ensure crime prevention and improved community safety within the district	**23**	
028	2. COM & DEV: To ensure the health and safety of communities in the Cape Winelands through the proactive prevention, mitigation, identification and management of environmental health, fire and disaster risks	2.1 Promotion of safe living conditions and physical location (i.e. safe food, safe water)	DISASTER MANAGEMENT	1:1610:0238	Population Migration Coordination Strategy	Strategic workshops to introduce the current project's outcomes and risk reduction strategies in the district	5 - Good Governance and Public Participation	R 150 000	Finalise Strategy Document and MOA on Managing Social Conflict	To improve multi-sectoral and multidisciplinary management of migration and awareness amongst communities.	2	

029	2. COM & DEV: To ensure the health and safety of communities in the Cape Winelands through the proactive prevention, mitigation, identification and management of environmental health, fire and disaster risks	2.1 Promotion of safe living conditions and physical location (i.e. safe food, safe water)	DISASTER MANAGEMENT	1:1610:0239	Simulation Exercise Project	Number of Scenario Exercises	2 - Municipal Institutional Development and Transformation	R 500 000	Designing of Simulation Plan	skills developed or improved =40	16	
030	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.2 Monitoring of Integrated Human Settlements	PROJECTS AND HOUSING	1:1330:5079	Meerlust House: Planning (Council)	Planned Housing Project	1 - Basic Service Delivery	R 100 000	Application for EIA	Housing provision	1	
031	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.3 Align all infrastructure plans of B Municipality plans	PROJECTS AND HOUSING	1:1330:5183	Planning: Waste Management Plan	Completed Integrated Waste Management Plan	1 - Basic Service Delivery	R 180 000	Waste Management Plan	Improved Waste Management for the district	2	
032	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.3 Align all infrastructure plans of B Municipality plans	PROJECTS AND HOUSING	1:1330:5184	Planning: Pavement Mgmt System	Updated Pavement Management System	1 - Basic Service Delivery	R 400 000	2 updated Pavement Management System for B Municipality	To provide municipalities with upgraded PMS	2	
033	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.3 Align all infrastructure plans of B Municipality plans	PROJECTS AND HOUSING	1:1330:5185	Planning: Water and Sanitation	Municipalities Master Plans Completed	1 - Basic Service Delivery	R 350 000	1 Master Plans	Improve service delivery	1	
034	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.3 Maintenance and upgrading of infrastructure services	PROJECTS AND HOUSING	1:1330:5155	Provision of Water to Schools: Council	Number of facilities upgraded	1 - Basic Service Delivery	R 600 000	4 Schools attended to	Upgraded Infrastructure Facilities	4	
035	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	1.5 Promoting environmental sustainability to preserve and improve our current environment for future generations.	PROJECTS AND HOUSING	1:1330:5100	Planning: Regional Landfill Site	Percentage Of Investigation Completed	1 - Basic Service Delivery	R 1 000 000	Investigation Report completion = 80%	Comtinue the investigation into a regional landfill site	80%	
036	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.3 Maintenance and upgrading of infrastructure services	PROJECTS AND HOUSING	1:1330:5101 1:1330:5102	Infrastructure Rural Area (Ren. Elect.)	Number of units collected	1 - Basic Service Delivery	R1500 000 (Council funding) + R350 000 (Private Contributions)	380 units provided	To improve living conditions of farm workers	380	
037	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.3 Maintenance and upgrading of infrastructure services	PROJECTS AND HOUSING	1:1330:5099	Upgrading of Internal Streets And Sidewalks	Number of municipalities supported	1 - Basic Service Delivery	R 7 000 000	5 Municipalities supported	Upgraded internal streets and sidewalks	5	
038	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.4 Maintenance and upgrading of infrastructure services	PROJECTS AND HOUSING	1:1330:5094	Grass Cutting	Km Road Reserve Cleared	1 - Basic Service Delivery	R 5 500 000	800 km of road reserves cleard No. of Jobs created = 72	Clean road reserves	**800**	
039	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.4 Maintenance and upgrading of infrastructure services	PROJECTS AND HOUSING	1:1330:5098	Upgrading 0f Toilet Facilities	Number of completed Bathrooms	1 - Basic Service Delivery	R 15 500 000	300 Bathrooms No. of Jobs created = 30	skills developed or improved = 25	**300**	
040	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.4 Maintenance and upgrading of infrastructure services	PROJECTS AND HOUSING	5:7003:1701	Disabled access to council buildings	Inprove access to number of buildings	1 - Basic Service Delivery	R 900 000	Inprove access to 2 buildings	To improve the unadequate access to council buildings	**2**	
041	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.4 Maintenance and upgrading of infrastructure services	PROJECTS AND HOUSING	5:7003:2071 5:7003:2251	Restoration of houses: Hermon	Number of completed housing units	1 - Basic Service Delivery	R 1 000 000 (Council) R 770 000 (Lotto)	Restoration of 11 housing units 8 Jobs created	Improve the living conditions of rural dwellers	**11**	
042	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.4 Maintenance and upgrading of infrastructure services	PROJECTS AND HOUSING	5:7003:0451	Nieuwedrift Housing:Planning	Number of planned housing units	1 - Basic Service Delivery	R 800 000	Planning 250 housing units	Final housing project planning completed	**250**	

043	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.4 Maintenance and upgrading of infrastructure services	PROJECTS AND HOUSING		Rural water Scheme Wellington	Number of registered Servitudes	1 - Basic Service Delivery	R 700 000	30 Registered servitudes	Access to servitude water pipe line	**30**	
044	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.4 Maintenance and upgrading of infrastructure services	PROJECTS AND HOUSING		Canopy for parking area - Bird Street	Number of upgraded canopy's	1 - Basic Service Delivery	R 250 000	Upgraded canopy at Bird Street	Provide under cover parking at council buildings	**1**	
045	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.4 Maintenance and upgrading of infrastructure services	PROJECTS AND HOUSING		Upgrading stores - Drukkerslaan	Number of upgraded store facilities	1 - Basic Service Delivery	R 700 000	upgraded Stores at Drukkerslaan	Provide adequate store facilities for council	**1**	
046	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.4 Maintenance and upgrading of infrastructure services	PROJECTS AND HOUSING	5:7003:1431	Upgrading of buildings/services at Wolwekloof	Number of upgraded accommodation/ facilities	1 - Basic Service Delivery	R 300 000	Upgrade facilities and services	To improve inadequit accommoadtion and facilities at Wolwekloof	**2**	
047	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.4 Maintenance and upgrading of infrastructure services	PROJECTS AND HOUSING		Planning bulk infrastructure - B Municipalities	Number of municipalities assisted	1 - Basic Service Delivery	R 3 000 000	Bulk infrastructure planning for district	Propperly planned bulk infrastructure for B municipalities	**5**	
048	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.4 Maintenance and upgrading of infrastructure services	PUBLIC TRANSPORT REGULATION	1:1615:5017	Upgrading Infrastructure At Various Schools	% of project completed	1 - Basic Service Delivery	R 6 227 000	2 schools No. of Jobs created = 60	skills developed or improved = 60	**100%**	
049	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.1 Development and establishment of a District Wide Public Transport System	PUBLIC TRANSPORT REGULATION	1:1615:5018	Road Safety Education	% Transport month events completed Advertisement in newspapers	1 - Basic Service Delivery	R 500 000	No. of Jobs created = 35	skills developed or improved = 35	**100%** **2**	
050	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.1 Development and establishment of a District Wide Public Transport System	PUBLIC TRANSPORT REGULATION	1:1615:5131	Drakenstein Mobility Corridor	% of Draft Negotiated Public Transport Service Contract Completed	1 - Basic Service Delivery	R 750 000	Investigation Report on Public Transport	Improved Public Transport	100%	
051	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.1 Development and establishment of a District Wide Public Transport System	PUBLIC TRANSPORT REGULATION		Regional Impoundment Facility	Number of Advertisements in newspapers % Completion of impoundment facility	1 - Basic Service Delivery	R 1 500 000	Improve law enforcement in terms of the national Road Traffic Act and the National Land Transport Act. Hob creation - 40	A safer road environment by impounding vehicles of transgressing owners and operators. Training - 40	2 100%	
052	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.1 Development and establishment of a District Wide Public Transport System	PUBLIC TRANSPORT REGULATION	1:1615:5132	Worcester Transport Plan	% of project completed Tender advertisement in newspapers	1 - Basic Service Delivery	R 500 000	Transport Plan Completed	An integrated transport addressing needs of commuters, businesses and service providers within the spatial context of the greater Worcester CBD	100% 1	
053	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.1 Development and establishment of a District Wide Public Transport System	PUBLIC TRANSPORT REGULATION	1:1615:5134	BUSINESS SKILLS DEVELOPMENT – PUBLIC TRANSPORT OPERATORS	Tender advertisements in newspapers % of training completed	1 - Basic Service Delivery	R 750 000	Transforming the minibus taxi industry into establishing business entities so as to tender for the public transport services as developed in terms of the municipal transport networks	Transforming individual transport operators into a single business entity	2 100%	
054	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.1 Development and establishment of a District Wide Public Transport System	PUBLIC TRANSPORT REGULATION	1:1615:5135	Cwdm Integrated Transport Plan (Dora)	% Completion of Statutory Transport Plan Number of Tender advertisements in newspapers	1 - Basic Service Delivery	R 2 023 000 DoRA allocation	Transport Plan Completed	Improve mobility of communities and industries	100% 2	
055	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.1 Development and establishment of a District Wide Public Transport System	PUBLIC TRANSPORT REGULATION	1:1615:5142	Integrated Transport Network Framework	% Of Framework Completed	1 - Basic Service Delivery	R 550 000	Guideline Document Developed	Improve public transport district wide as well as regional inter-connectivity	100%	

056	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.1 Development and establishment of a District Wide Public Transport System	PUBLIC TRANSPORT REGULATION	1.163784722	REGIONAL IMPOUNDMENT FACILITY	Advertisements in newspapers % Completion of impoundment facility	1 - Basic Service Delivery	R 1 500 000	A safer road environment by impounding vehicles of transgressing owners and operators. Creating 40 jobs	Improve law enforcement in terms of the national Road Traffic Act and the National Land Transport Act. Training - 40	2 100%	
057	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.1 Development and establishment of a District Wide Public Transport System	PUBLIC TRANSPORT REGULATION	1:1615:5135	INTEGRATED PUBLIC TRANSPORT NETWORKS	Tender advertisements in newspapers % completion of Integrated Public Transport Network	1 - Basic Service Delivery	R 2 000 000	Improving access to a sustainable scheduled public transport service	A sustainable transport system which supports the needs of social and economic opportunity	2 100%	
058	3. ENG & INF: To support and ensure the development and implementation of Infrastructural services such as bulk- and internal services, functional road network and public transport services that contribute to Integrated Human Settlements in the Cape Winelands	3.1 Development and establishment of a District Wide Public Transport System	PUBLIC TRANSPORT REGULATION	0	Upgrading of Offices: Taxi Council	% completion of renovations to existing building	1 - Basic Service Delivery	R 300 000	completed offices	Making offices space available to the Regional Taxi Council to improve service delivery in the public transport sector	100%	
059	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:5203	HIV/AIDS Projects	Number of food security initiatives	1 - Basic Service Delivery	R 800 000	100 Nutritional food packs	Food security for peopke with HIV/AIDS	**20**	
060	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:5203	HIV/AIDS Projects	HIV/AIDS Awareness Campaigns	1 - Basic Service Delivery		4 Campaigns	1000 residents reached	**4**	
061	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:5203	HIV/AIDS Projects	16 Days Campaigns Signed HIV/AIDS benschmark agreement	1 - Basic Service Delivery		4campaigns held as a programme	1000 residents reached	**4** **1**	
062	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:5217	Early Childhood Development	Educational Toolkits	1 - Basic Service Delivery	R 1 100 000	Delivery of 100 Educational Toolkits	Improved access to educational Material for children Training - 200	**100**	
063	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:5217	Early Childhood Development	Skills Training Programme For ECD Staff	1 - Basic Service Delivery		30 sessions to be held targetting 100 people	Improved ECD learning Environments for children	**30**	
064	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.1 Graduate people out of poverty through the investment in Human Capital	SOCIAL DEVELOPMENT	1:1475:1113	Youth	Number of Grade 12 Camps	1 - Basic Service Delivery	R 1 100 000	5 camps to be held	Life skills developed of 500 youth in Grade 12	**5**	
065	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.1 Graduate people out of poverty through the investment in Human Capital	SOCIAL DEVELOPMENT	1:1475:1113	Youth	Number of EPWP programmes in support of municipalities	1 - Basic Service Delivery		5 EPWP programmes in support of municipalities 300 jobs	skills developed of 300 unemployed youth	**5**	
066	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.1 Graduate people out of poverty through the investment in Human Capital	SOCIAL DEVELOPMENT	1:1475:1113	Youth	Number of Born Free Dialogues	1 - Basic Service Delivery		5 Sessions	Life skills developed of 500 Grade 12 learners and parents	**5**	
067	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.1 Graduate people out of poverty through the investment in Human Capital	SOCIAL DEVELOPMENT	1:1475:1113	Youth	Youth Day Event	1 - Basic Service Delivery		1 event youth day	skills developed 1000 youth	**1**	
068	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1114	Combating Substance Abuse	Number of Capacity Building sessions on substance abuse	1 - Basic Service Delivery	R 764 300	13 Sessions	skills developed or improved = 525	**13**	
069	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1115	Elderly	Golden Games Activities Supported Number of elderly initiatives supported	1 - Basic Service Delivery	R 1 000 000	7 activities	Strengthening partnerships with old age homes	**3** **4**	
070	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1115	Elderly	Arts and Culture & Recreational programmes Number of service centres supported with First Aid training	1 - Basic Service Delivery		3 recreational programmes supported	Strengthening partnerships with old age homes	**2** **1**	
071	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1116	Disabled	Number of interventions to support people with disability	1 - Basic Service Delivery	R 1 000 000	5 interventions to support people with disability	Support disabled people with wheelchairs and assistive devices	**5**	

072	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1116	Disabled	Number of community celebrations on the rights of people with disabilities	1 - Basic Service Delivery		3 community celebrations on the rights of people with disabilities	Focussing on the rights of people with disabilities	**3**	
073	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1118	Families And Children	Number of interventions to support vulnerable families and children	1 - Basic Service Delivery	R 750 000	5 interventions to support vulnerable families and children	500 beneficiaries or vulnerable families	**5**	
074	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1125	Women	Number of EPWP Skills Training Programmes	1 - Basic Service Delivery	R 750 000	5 sessions	skills developed of 450 unemployed women	**5**	
075	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1018	Community Support Programme	Community Support Funding	1 - Basic Service Delivery	R 2 219 700	7 jobs	Support to community organizations	**1**	
076	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1018	Community Support Programme	Number of SLA's	1 - Basic Service Delivery		100 SLA's	Increase access to cocial and rural development services.	**100**	
077	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1134	Sport And Recreation	Support Grassroot Recreational Sports Initiatives	1 - Basic Service Delivery	R 1 374 100	Support Grassroot Recreational Sports Initiatives 32	1000 people reached	**32**	
078	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1134	Sport And Recreation	Number of district award ceremony's to give recognition to deserving sport achievers	1 - Basic Service Delivery		2 district award ceremony's to give recognition to deserving sport achievers	20 beneficiaries	**2**	
079	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1134	Sport And Recreation	Number of deserving sport achievers supported	1 - Basic Service Delivery		5 deserving sport achievers supported	5 beneficiaries	**5**	
080	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1134	Sport And Recreation	Participation Of Vulnerable Groups In Freedom Run	1 - Basic Service Delivery		Participation Of Vulnerable Groups In Freedom Run	2000 beneficiaries including children youth, disabled, elderly and farm dwellers	**1**	
081	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1134	Sport And Recreation	Number of criket development interventions for rural learners	1 - Basic Service Delivery		2 criket development interventions for rural learners	500 beneficiaries or vulnerable families	**2**	
082	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1039	Sport Events	Number of key sports events successfully co hosted with partners.	1 - Basic Service Delivery	R 500 000	4 key sports events successfully co hosted with partners.	2000 beneficiaries	**4**	
083	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475;	Arts and culture events	Support community Arts and Culture Initiatives co hosted with partners	1 - Basic Service Delivery	R 500 000	Support 4 community Arts and Culture Initiatives co hosted with partners	Strengthening partnerships for arts and culture excellence	**4**	
084	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1138	Capacity Building Health And Dev. Com	Implementing Capacity Building Programme For Development Committees	1 - Basic Service Delivery	R 422 800	5 Sessions	skills developed or improved = 25 community leaders	**5**	
085	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1138	Capacity Building Health And Dev. Com	Number of First Aid Training Sessions	1 - Basic Service Delivery		5 First Aid Training Sessions	skills developed or improved = 200	**5**	
086	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	1.6 Enable an environment for business establishment and support initiatives (i.e. Increase the number of businesses; entrepreneurial support)	RURAL DEVELOMPENT	1:1477:5040	Small Farmer Support	Number of interventions to support small farmers	3 - Local Economic Development (LED)	R 1 200 000	Support to 15 emerging farmers 15 Jobs created	Increased access to rural development services for the vulnarable groups.	**4**	
087	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	4.4 Create effective communication mediums to inform / or create awareness to all relevant stakeholders (i.e. IDP process; Grapevine)	RURAL DEVELOMPENT	1:1477:5110	Civil Rights Education- F'dwellers	Civil Rights Education Workshops	5 - Good Governance and Public Participation	R 550 000	5 sessions + 5 jobs created	skills developed or improved = 250 farm dwellers	**5**	
088	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	RURAL DEVELOMPENT	1:1477:5111	Social Relief & Food Security- Farm dwellers	Number of evicted Farm dwellers Provided With Social Relief	1 - Basic Service Delivery	R 264 300	500 evicted Farm dwellers Provided With Social Relief	500 vulnerable farm dwellers	**500**	

089	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	RURAL DEVELOMPENT	1:1477:5112	Improve Tenure: Farm dwellers	Number of support programmes to improve tenure security of farm dwellers	5 - Good Governance and Public Participation	R 600 000	4 programmes to improve tenure security of farm dwellers	skills developed or improved = 120 vulnerable families	**4**	
090	5. R & S DEV: To facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled, elderly persons and rural dwellers throughout the Cape Winelands.	5.2 Prevent and support socio-economic vulnerabilities of Communities	SOCIAL DEVELOPMENT	1:1475:1124	Gender	Gender Awareness Campaign	5 - Good Governance and Public Participation	R 264 300	5 Campaigns	1000 residents reached	**5**	

ANNEXURE H

CAPITAL BUDGET 2011/2012, 2012/2013 & 2013/2014

DESCRIPTION	DEPARTMENT	COST CODE	PROCUR. DATE	2011/2012	2012/2013	2013/2014
CAPITAL FINANCED FROM INTERNAL FUNDS						
LAMINATOR	OFFICE OF THE MAYOR	1003	30/08/2011	**4 000**	**-**	**-**
CUPBOARDS	REGIONAL DEVELOPMENT AND PLANNING SERVICES	1004	30/12/2011	60 000	-	-
					-	-
HIGHBACK CHAIRS X5	LOCAL ECONOMIC DEVELOPMENT	1004	2012/1/2	10 000	-	-
WORKSTATIONS (4*)	LOCAL ECONOMIC DEVELOPMENT	1004	2012/1/2	50 000	-	-
WORKSTATIONS (2*)	LOCAL ECONOMIC DEVELOPMENT	1004	2012/1/2	56 000	-	-
RECEPTION DESK	LOCAL ECONOMIC DEVELOPMENT	1004	2012/1/2	20 000	-	-
RECEPTION DESK	LOCAL ECONOMIC DEVELOPMENT	1004	2012/1/2	20 000	-	-
TEA TROLLEY	LOCAL ECONOMIC DEVELOPMENT	1004	2012/1/2	1 457	-	-
WASTE BIN X 5	LOCAL ECONOMIC DEVELOPMENT	1004	2012/1/2	1 500	-	-
2 TIER LETTER TRAY X 5	LOCAL ECONOMIC DEVELOPMENT	1004	2012/1/2	2 500	-	-
PAPER CUBE HOLFER X 5	LOCAL ECONOMIC DEVELOPMENT	1004	2012/1/2	813	-	-
BINDING MACHINE X 1	LOCAL ECONOMIC DEVELOPMENT	1004	2012/1/2	1 100	-	-
WATER DISPENSER WITH CUP HOLDE X 1	LOCAL ECONOMIC DEVELOPMENT	1004	2012/1/2	2 400	-	-
HIGHBACK CHAIRS X 1	LOCAL ECONOMIC DEVELOPMENT	1004	2012/1/2	2 000	-	-
DESK TOPS X 1	LOCAL ECONOMIC DEVELOPMENT	1004	2012/1/2	7 000	-	-
CARPET PROTECTORS X 2	LOCAL ECONOMIC DEVELOPMENT	1004	2012/1/2	840	-	-
CONTAINER X 1	LOCAL ECEONOMIC DEVELOPMENT	1004	30/12/2012	-	31 800	-
INCUBATOR	LOCAL ECEONOMIC DEVELOPMENT	1004	30/12/2012	-	530 000	-
WORKSKILLS CENTRE	LOCAL ECEONOMIC DEVELOPMENT	1004	30/12/2012	-	530 000	-
INCUBATOR	LOCAL ECEONOMIC DEVELOPMENT	1004	30/12/2013	-	-	561 800
WORKSKILLS CENTRE	LOCAL ECEONOMIC DEVELOPMENT	1004	30/12/2013	-	-	561 800
TEA TROLLEY X 1	LOCAL ECONOMIC DEVELOPMENT	1004	31/0812013	-	-	1 735
BINDING MACHINE X 1	LOCAL ECONOMIC DEVELOPMENT	1004	31/08/2013	-	-	1 241
WATER DISPENSER WITH CUP HOLDE X 1	LOCAL ECONOMIC DEVELOPMENT	1004	31/08/2013	-		2 858
WATER DISPENSER WITH CUP HOLDE X 1	LOCAL ECONOMIC DEVELOPMENT	1004	31/08/2013	-		2 858
				155 610	**1 091 800**	**1 129 434**
CARPET PROTECTORS X 2	TOURISM	1103	2012/1/2	840	-	-
HIGHBACK CHAIRS X4	TOURISM	1103	2012/1/2	8 000	-	-
HEAVY DUTY SCALE	TOURISM	1103	2012/1/2	5 000	-	-
STAND FOR DOMESTIC SHOWS	TOURISM	1103	30/09/2012	-	100 000	
STAND FOR DOMESTIC SHOWS	TOURISM	1103	30/09/2013	-	-	100 000
				13 840	**100 000**	**100 000**

DESCRIPTION	DEPARTMENT	COST CODE	PROCUR. DATE	2011/2012	2012/2013	2013/2014
6 MAGA PHONES	HUMAN RESOURCES MANAGEMENT	1110	29/07/2011	3 300	-	-
1 HIGH BACK CHAIR	HUMAN RESOURCES MANAGEMENT	1110	29/07/2011	2 000	-	-
DIGITAL VOICE RECORDER	HUMAN RESOURCES MANAGEMENT	1110	29/07/2011	2 000	-	-
1 HIGH BACK CHAIR	HUMAN RESOURCES MANAGEMENT	1110	29/07/2012	-	2 000	-
				7 300	**2 000**	**-**
GUILLOTINE	ADMINISTRATIVE SUPPORT SERVICES	1102	29/07/2011	1 200	-	-
2 X HIGHBACK CHAIR	ADMINISTRATIVE SUPPORT SERVICES	1102	29/07/2011	5 000	-	-
PHOTOCOPIER MACHINE	ADMINISTRATIVE SUPPORT SERVICES	1102	29/07/2011	190 000	-	-
2 X HOT TRAY	ADMINISTRATIVE SUPPORT SERVICES	1102	29/07/2011	1 400	-	-
FAX MACHINE	ADMINISTRATIVE SUPPORT SERVICES	1102	29/07/2011	2 200	-	-
GUILLOTINE	ADMINISTRATIVE SUPPORT SERVICES	1102	29/07/2012	-	1 350	-
HIGH VOLUME PHOTOCOPIER	ADMINISTRATIVE SUPPORT SERVICES	1102	29/07/2012	-	320 000	-
PHOTOCOPIER MACHINE	ADMINISTRATIVE SUPPORT SERVICES	1102	29/07/2012	-	210 000	-
FAX MACHINE	ADMINISTRATIVE SUPPORT SERVICES	1102	29/07/2012	-	2 750	-
FAX MACHINE	ADMINISTRATIVE SUPPORT SERVICES	1102	29/07/2013	-	-	3 050
HIGH VOLUME PHOTOCOPIER	ADMINISTRATIVE SUPPORT SERVICES	1102	29/07/2013	-	-	350 000
				199 800	**534 100**	**353 050**
MICROWAVE	PROPERTY MANAGEMENT	1164	29/07/2011	1 500	-	-
MICROWAVE	PROPERTY MANAGEMENT	1164	29/07/2011	1 500	-	-
REFRIGERATOR	PROPERTY MANAGEMENT	1164	29/07/2011	2 750	-	-
DISH WASHER	PROPERTY MANAGEMENT	1164	29/07/2011	3 300	-	-
DOUBLE BUCKET TROLLEY	PROPERTY MANAGEMENT	1164	29/07/2011	1 650	-	-
DOUBLE BUCKET TROLLEY	PROPERTY MANAGEMENT	1164	29/07/2011	1 650	-	-
ELECTRIC LAWN MOWER	PROPERTY MANAGEMENT	1164	29/07/2011	3 500	-	-
VACUUM CLEANER	PROPERTY MANAGEMENT	1164	29/07/2011	4 000	-	-
2 X EXTENTION REEL	PROPERTY MANAGEMENT	1164	29/07/2011	1 000	-	-
EXTENTION REEL	PROPERTY MANAGEMENT	1164	29/07/2012	-	600	
REFRIGERATOR	PROPERTY MANAGEMENT	1164	29/07/2012	-	3 050	
VACUUM CLEANER	PROPERTY MANAGEMENT	1164	29/07/2012	-	4 400	
BUSH CUTTER	PROPERTY MANAGEMENT	1164	29/07/2013	-	-	7 300
BLOWER	PROPERTY MANAGEMENT	1164	29/07/2013	-	-	6 600
AIR CONDITIONERS	DISASTER MANAGEMENT	1610	01/08/11	80 000	-	-
CARPETS	DISASTER MANAGEMENT	1610	01/08/11	25 000	-	-
BLINDS	DISASTER MANAGEMENT	1610	01/08/11	30 000	-	-
				155 850	**8 050**	**13 900**

DESCRIPTION	DEPARTMENT	COST CODE	PROCUR. DATE	2011/2012	2012/2013	2013/2014
4 X 4 BAKKIE (REPLACEMENT CL12508)	TRANSPORT POOL	1310	30/11/2012	-	280 000	-
1600cc SEDAN MOTOR (REPLACEMENT CW13992)	TRANSPORT POOL	1310	30/11/2012	-	190 000	-
1 TON BAKKIE (REPLACMENT CL25249)	TRANSPORT POOL	1310	30/011/2013	-	-	210 000
HALF TON LDV - (REPLACEMENT)	TRANSPORT POOL	1310	30/09/2011	170 000	-	-
2.5cc 4X4 DOUBLE CAB BAKKIE	TRANSPORT POOL	1310	01/08/11	350 000	-	-
				520 000	**470 000**	**210 000**
MODEL 1090XP 12" CAPACITY DRUM-STYLE CHIPPER (X2)	ENVIRONMENTAL PLANNING	1522		500 000	-	-
GPS	ENVIRONMENTAL PLANNING	1522		18 760	-	-
LAMINATOR	ENVIRONMENTAL PLANNING	1522	01/08/11	3 000	-	-
ANNUAL PLANNER BOARD	ENVIRONMENTAL PLANNING	1522	01/08/11	4 000	-	-
BROCHURE STANDS (5X A4 HOLDERS)	ENVIRONMENTAL PLANNING	1522	01/08/11	15 000	-	-
EXHIBITION STANDS	ENVIRONMENTAL PLANNING	1522	01/08/11	40 000	-	-
TOSHIBA 500GB EXTERNAL HARDDRIVE	ENVIRONMENTAL PLANNING	1522	01/08/11	1 000	-	-
DESK TOPS **X 3**	ENVIRONMENTAL PLANNING	1522	2012/1/2	21 000	-	-
CARPET PROTECTORS X4	ENVIRONMENTAL PLANNING	1522	2012/1/2	1 680	-	-
MODEL 1090XP 12" CAPACITY DRUM-STYLE CHIPPER	ENVIRONMENTAL PLANNING	1522	01/08/12	-	477 000	-
BROCHURE STANDS (5X A4 HOLDERS)	ENVIRONMENTAL PLANNING	1522	01/08/12	-	15 900	-
EXHIBITION STANDS	ENVIRONMENTAL PLANNING	1522	01/08/12	-	42 247	-
MODEL 1090XP 12" CAPACITY DRUM-STYLE CHIPPER (X2)	ENVIRONMENTAL PLANNING	1522	01/08/13	-	-	505 620
GPS	ENVIRONMENTAL PLANNING	1522	01/08/13	-	-	18 500
CANON EOS 7D DIGITAL CAMERA	ENVIRONMENTAL PLANNING	1522	01/08/13	-	-	19 610
LAMINATOR	ENVIRONMENTAL PLANNING	1522	01/08/13	-	-	3 500
COMPUTER	ENVIRONMENTAL PLANNING	1522	01/08/13	-	-	25 693
BROCHURE STANDS (5X A4 HOLDERS)	ENVIRONMENTAL PLANNING	1522	01/08/13	-	-	16 854
EXHIBITION STANDS	ENVIRONMENTAL PLANNING	1522	01/08/13	-	-	45 000
TOSHIBA 500GB EXTERNAL HARDDRIVE	ENVIRONMENTAL PLANNING	1522	01/08/13	-	-	1 123
				604 440	**535 147**	**635 900**
WOLWEKLOOF: ALTERATIONS AND ADDITIONS	BUILDING MAINTENANCE	1165	30/12/2011	200 000	-	-
DISABLED ACCES TO BUILDINGS	BUILDING MAINTENANCE	1165	30/12/2011	900 000	-	-
UPGRADE OF STORES DRUKKERSLAAN	BUILDING MAINTENANCE	1165	30/12/2011	1 000 000	-	-
AIRCON REPLACEMENTS	BUILDING MAINTENANCE	1165	30/12/2011	100 000	-	-
SHELVING ARCHIVE STELLENBOSCH (FFS)	BUILDING MAINTENANCE	1165	30/12/2011	25 000	-	-
UNDER ROOF PARKING FOR TRUCKS EERSTE BEGIN (FFS)	BUILDING MAINTENANCE	1165	30/12/2011	100 000	-	-

DESCRIPTION	DEPARTMENT	COST CODE	PROCUR. DATE	2011/2012	2012/2013	2013/2014
CONCRETE SLAB FOR PARKING STELLENBOSCH (FFS)	BUILDING MAINTENANCE	1165	30/12/2011	60 000	-	-
CANOPY FOR PARKING AREA BIRD STREET (CDS)	BUILDING MAINTENANCE	1165	30/12/2011	250 000	-	-
LA MOTTE OFFICE UPGRADE (WFW)	BUILDING MAINTENANCE	1165	30/12/2011	100 000	-	-
SECURITY MONITORING SYSTEM PAARL OFFICE	BUILDING MAINTENANCE	1165	30/12/2011	40 000	-	-
1 X TWO WAY RADIO REPEATER REPAIR/ INSTALLATION - STELLENBOSCH WORKSHOP	BUILDING MAINTENANCE	1165	30/12/2011	150 000	-	-
WOLWEKLOOF: BUILDINGS & SERV	BUILDING MAINTENANCE	1165	30/12/2012	-	400 000	-
DISABLED ACCES TO BUILDINGS	BUILDING MAINTENANCE	1165	30/12/2012	-	1 200 000	-
AIRCON REPLACEMENTS	BUILDING MAINTENANCE	1165	30/12/2012	-	110 000	-
UPGRADE KICHEN/BATHROOM FACILITIES (FFS)	BUILDING MAINTENANCE	1165	30/12/2012	-	300 000	-
UPGRADE PREFAB GARAGE TO GIM (FFS)	BUILDING MAINTENANCE	1165	30/12/2012	-	85 000	-
LA MOTTE OFFICE PAVING (WFW)	BUILDING MAINTENANCE	1165	30/12/2012	-	30 000	-
LA MOTTE OFFICE CANOPY FOR PARKING (WFW)	BUILDING MAINTENANCE	1165	30/12/2012	-	50 000	-
LA MOTTE OFFICE UPGRADE (WFW)	BUILDING MAINTENANCE	1165	30/12/2012	-	100 000	-
WOLWEKLOOF: BUILDINGS & SERV	BUILDING MAINTENANCE	1165	30/12/2013	-	-	500 000
DISABLED ACCES TO BUILDINGS	BUILDING MAINTENANCE	1165	30/12/2013	-	-	1 200 000
AIRCON REPLACEMENTS	BUILDING MAINTENANCE	1165	30/12/2013	-	-	120 000
UNDER ROOF TRUCK WASHBAY EERSTE BEGIN (FFS)	BUILDING MAINTENANCE	1165	30/12/2013	-	-	250 000
REPLACE THATCH ROOF STELLENBOSCH	BUILDING MAINTENANCE	1165	30/12/2013	-	-	500 000
				2 925 000	**2 275 000**	**2 570 000**
TELECOMUNICETION EQUIPMENT	COMMUNICATION / TELEPHONE:	1166	30/09/2011	25 000	-	-
FRANKING MASHINE	COMMUNICATION / TELEPHONE:	1166	30/09/2011	16 000	-	-
TELECOMUNICETION EQUIPMENT	COMMUNICATION / TELEPHONE:	1166	30/09/2012	-	26 500	-
TELECOMUNICETION EQUIPMENT	COMMUNICATION / TELEPHONE:	1166	30/09/2013	-	-	28 100
TELEFOON SECRETARY	RURAL & SOCIAL DEVELOPMENT	1475	30/09/2011	8 000	-	-
INTERCOM SYSTEM	RURAL & SOCIAL DEVELOPMENT	1610	01/08/11	10 000	-	-
TELEPHONES	RURAL & SOCIAL DEVELOPMENT	1610	01/08/11	20 000	-	-
				79 000	**26 500**	**28 100**
TRAINING COMPUTER	INFORMATION TECHNOLOGY	1210	30/09/2011	60 000	-	-
SMART PHONE	INFORMATION TECHNOLOGY	1210	30/09/2011	5 000	-	-
CAT 6 CABLE	INFORMATION TECHNOLOGY	1210	30/09/2011	3 000	-	-
PHONE WITH WIRELESS HEADSET	INFORMATION TECHNOLOGY	1210	30/09/2011	5 000	-	-
REPLACEMENT OF PC'S	INFORMATION TECHNOLOGY	1210	30/09/2011	1 000 000	-	-
WIRELESS CONNECTIONS	INFORMATION TECHNOLOGY	1210	30/09/2011	11 000	-	-
NETWORK REPLACEMENTS	INFORMATION TECHNOLOGY	1210	30/09/2011	200 000	-	-
STANLEY PC TOOL SET	INFORMATION TECHNOLOGY	1210	30/09/2011	1 000	-	-
NETWORK MONITORING MONITOR	INFORMATION TECHNOLOGY	1210	30/09/2011	11 000	-	-
PRINTER (CP1515)	INFORMATION TECHNOLOGY	1210	30/09/2011	3 000	-	-
DESK TOPS X 1	INFORMATION TECHNOLOGY	1210	2012/1/2	7 000	-	-

DESCRIPTION	DEPARTMENT	COST CODE	PROCUR. DATE	2011/2012	2012/2013	2013/2014
A - 4 SCANNER	INFORMATION TECHNOLOGY	1210	30/08/2011	800	-	-
2 X LAPTOP	INFORMATION TECHNOLOGY	1210	30/08/2011	24 000	-	-
DESKTOP PRINTERS (X2)	INFORMATION TECHNOLOGY	1210	30/09/2011	8 000	-	-
LAPTOP COMPUTER	INFORMATION TECHNOLOGY	1210	30/09/2011	15 000	-	-
COMPUTERS AND DISPATCH SOFTWARE	INFORMATION TECHNOLOGY	1210	01/08/11	30 000	-	-
COMPUTERS	INFORMATION TECHNOLOGY	1210	01/08/11	75 000	-	-
COMPUTER FOR LECTURE ROOM	INFORMATION TECHNOLOGY	1210	30/09/2011	10 000	-	-
COLOUR PRINTER (ED)	INFORMATION TECHNOLOGY	1210	30/09/2011	6 000	-	-
2 PC'S	INFORMATION TECHNOLOGY	1210	30/09/2011	20 000	-	-
LAPTOP X 4	INFORMATION TECHNOLOGY	1210	30/09/2011	40 000	-	-
SCANNER	INFORMATION TECHNOLOGY	1210	30/09/2011	10 000	-	-
LAPTOP	INFORMATION TECHNOLOGY	1210	30/09/2011	10 000	-	-
GARMIN NUVI AND SOFTWARE	INFORMATION TECHNOLOGY	1210	30/09/2011	4 500	-	-
LAPTOP	INFORMATION TECHNOLOGY	1210	30/09/2012	-	12 000	-
DESKTOP SCANNER	INFORMATION TECHNOLOGY	1210	30/09/2011	2 500	-	-
PRINTER	INFORMATION TECHNOLOGY	1210	30/09/2011	2 500	-	-
				1 564 300	**12 000**	**-**
CANON EOS 5D MARK II SLR DIGITAL CAMERA	COMMUNICATIONS	1010	30/07/2012	-	35 000	-
CANON 24-105MM F/4 L IS USM LENS	COMMUNICATIONS	1010	30/07/2012	-	15 000	-
A3 SCANNER	COMMUNICATIONS	1010	30/07/2012	-	10 000	-
CANON POWERSHOT G12 CAMERA	COMMUNICATIONS	1010	30/07/2012	-	7 000	-
				-	**67 000**	**-**
HIGH BACK CHAIRS	EXPENDITURE	1238	30/09/2011	**3 000**	**-**	**-**
· **BOARD ROOM**						
CONFERENCE TABLE	HEALTH: MANAGEMENT	1401	01/08/11	25 000	-	-
CHAIRS X 24	HEALTH: MANAGEMENT	1401	01/08/11	18 000	-	-
MEDIUM SIZE WHITEBOARD	HEALTH: MANAGEMENT	1401	01/08/11	5 000	-	-
WATER PURIFIER	HEALTH: MANAGEMENT	1401	01/08/11	3 000	-	-
				51 000	**-**	**-**

DESCRIPTION	DEPARTMENT	COST CODE	PROCUR. DATE	2011/2012	2012/2013	2013/2014
HINGED DOOR SYSTEMS CUPBOARD 1500X900- 2	ENVIRONMENTAL HEALTH SERVICES	1441	30/08/2011	7 840	-	-
NOTICE BOARD PINS 1.6 X 900 - 2	ENVIRONMENTAL HEALTH SERVICES	1441	30/08/2011	1 366	-	-
3 TIER GLASS HINGED DOORS BOOKCASE	ENVIRONMENTAL HEALTH SERVICES	1441	30/08/2011	3 000	-	-
3 TIER BOOKCASE OAK 1200X900X350 - 2	ENVIRONMENTAL HEALTH SERVICES	1441	30/08/2011	3 550	-	-
4 DRAWER FILING CABINET 1350X600X450 -2	ENVIRONMENTAL HEALTH SERVICES	1441	30/08/2011	8 960	-	-
WASTEBIN OAK - 2	ENVIRONMENTAL HEALTH SERVICES	1441	30/08/2011	580	-	-
SINGLE LETTER TRAY OAK - 3	ENVIRONMENTAL HEALTH SERVICES	1441	30/08/2011	660	-	-
VALUELINE 1200 ROUND BOARDROOM TABLE MAHOGANY MELAMINE AND 4 CHAIRS	ENVIRONMENTAL HEALTH SERVICES	1441	30/08/2011	6 700	-	-
BOOKSHELF (STELLENBOSCH)	ENVIRONMENTAL HEALTH SERVICES	1441	30/08/2011	1 700	-	-
LAMINATOR (DE DOORS OFFICE)	ENVIRONMENTAL HEALTH SERVICES	1441	30/08/2011	700	-	-
HIGH BACK CHAIRS X2 (WR & LB)	ENVIRONMENTAL HEALTH SERVICES	1441	30/08/2011	3 550	-	-
5 X GAZEBUS	ENVIRONMENTAL HEALTH SERVICES	1441	30/08/2011	30 000	-	-
FOODSAMPLING TOOLKIDS X47	ENVIRONMENTAL HEALTH SERVICES	1441	30/08/2011	30 000	-	-
A - 4 SCANNER	ENVIRONMENTAL HEALTH SERVICES	1441	30/08/2012	-	800	-
				98 606	**800**	**-**
FLATBED TRAILER (3 TON)	DISASTER MANAGEMENT	1610	30/09/2011	40 000	-	-
1 000ℓ WATER TRAILER (X2)	DISASTER MANAGEMENT	1610	30/09/2011	25 000	-	-
HEAVY DUTY PHOTOCOPIER	DISASTER MANAGEMENT	1610	30/09/2011	250 000	-	-
WATER COOLER/PURIFIERS (X2)	DISASTER MANAGEMENT	1610	30/09/2011	8 000	-	-
MOBILE ACCESS CONTROL UNIT	DISASTER MANAGEMENT	1610	30/09/2012	-	100 000	-
IDENTITY CARD MACHINE	DISASTER MANAGEMENT	1610	30/09/2012	-	20 000	-
RESCUE EQUIPMENT	DISASTER MANAGEMENT	1610	30/09/2012	-	50 000	-
FLATBED TYRUCK WITH DROP-SIDES (4 TON)	DISASTER MANAGEMENT	1610	30/09/2012	-	320 000	-
EQUIPMENT NEEDED FOR BIRD STREET OFFICES						
BUILDIN CUPBOARDS	DISASTER MANAGEMENT	1610	01/08/11	70 000	-	-
CCTV AND ACCESS CONTROL	DISASTER MANAGEMENT	1610	01/08/11	50 000	-	-
RADIO'S	DISASTER MANAGEMENT	1610	01/08/11	20 000	-	-
RADIO CONSOLE	DISASTER MANAGEMENT	1610	01/08/11	30 000	-	-
GENERATOR 70 KVA	DISASTER MANAGEMENT	1610	01/08/11	200 000	-	-
EMERGENCY WATER SUPPLY	DISASTER MANAGEMENT	1610	01/08/11	30 000	-	-
MAST RADIO	DISASTER MANAGEMENT	1610	01/08/11	45 000	-	-
· **FURNITURE & EQUIPMENT FOR 7 OFFICES**						
FAX MACHINES (X1)	DISASTER MANAGEMENT	1610	01/08/11	4 000	-	-
PLASTIC CARPETS FOR DESK CHAIRS	DISASTER MANAGEMENT	1610	01/08/11	1 000	-	-
PIN BOARDS	DISASTER MANAGEMENT	1610	01/08/11	3 000	-	-
MINI CONFERENCE TABLE AND 4 CHAIRS	DISASTER MANAGEMENT	1610	01/08/11	5 000	-	-
· **KITCHEN**						
URN	DISASTER MANAGEMENT	1610	01/08/11	1 500	-	-
MICROWAVE OVEN	DISASTER MANAGEMENT	1610	01/08/11	1 500	-	-
FRIDGE (X1)	DISASTER MANAGEMENT	1610	01/08/11	2 500	-	-

DESCRIPTION	DEPARTMENT	COST CODE	PROCUR. DATE	2011/2012	2012/2013	2013/2014
MOBILE FRIDGE/FREEZERS (X2)	DISASTER MANAGEMENT	1610	01/08/11	7 000	-	-
				793 500	**490 000**	**-**
MAJOR 4X4 FIRE FIGHTING VEHICLE (REPLACEMENT C	FIRE SERVICES	1620	30/09/2011	2 750 000	-	-
LIGHT 4X4 FIRE FIGHTING VEHICLE (REPLACEMENT OF	FIRE SERVICES	1620	30/09/2011	600 000	-	-
FIRE FIGHTING TRAILERS	FIRE SERVICES	1620	30/09/2011	300 000	-	-
SMART BOARD AND PROJECTOR	FIRE SERVICES	1620	30/09/2011	35 000	-	-
CALIBRATION UNIT FOR GAS DETECTOR	FIRE SERVICES	1620	30/09/2011	20 000	-	-
BREATHING APPARATUS	FIRE SERVICES	1620	30/09/2011	50 000	-	-
COLLAPSIBLE DAM 5000 LT.	FIRE SERVICES	1620	30/09/2011	20 000	-	-
FRIDGE X 2	FIRE SERVICES	1620	30/09/2011	6 000	-	-
MICROWAVE OVEN	FIRE SERVICES	1620	30/09/2011	1 500	-	-
KETTLE	FIRE SERVICES	1620	30/09/2011	200	-	-
STEERING WHEEL COVER FOR AIRBAGS	FIRE SERVICES	1620	30/09/2011	5 000	-	-
HYDRO BOIL	FIRE SERVICES	1620	30/09/2011	3 000	-	-
FAX MACHINE X 2	FIRE SERVICES	1620	30/09/2011	6 000	-	-
CANOPY FOR VEHICLE	FIRE SERVICES	1620	30/09/2011	10 000	-	-
BINOCULARS	FIRE SERVICES	1620	30/09/2011	2 000	-	-
SKID UNIT PUMPS AND TANKS	FIRE SERVICES	1620	30/09/2011	150 000	-	-
FLOATING PUMPS	FIRE SERVICES	1620	30/09/2011	50 000	-	-
HAZMAT SUITS	FIRE SERVICES	1620	30/09/2011	60 000	-	-
HIGH PRESSURE CLEANER	FIRE SERVICES	1620	30/09/2011	20 000	-	-
MAJOR 4X4 FIRE FIGHTING VEHICLE (REPLACEMENT C	FIRE SERVICES	1620	30/09/2012	-	2 850 000	-
LIGHT 4X4 FIRE FIGHTING VEHICLE (REPLACEMENT OF	FIRE SERVICES	1620	30/09/2012	-	650 000	-
SERVICE VEHICLE (REPLACEMENT OF VEHICLE CL 530	FIRE SERVICES	1620	30/09/2012	-	300 000	-
FIRE FIGHTING TRAILERS	FIRE SERVICES	1620	30/09/2012	-	800 000	-
FITNESS EQUIPMENT	FIRE SERVICES	1620	30/09/2012	-	100 000	-
BREATHING APPARATUS	FIRE SERVICES	1620	30/09/2012	-	50 000	-
FRIDGE X 2	FIRE SERVICES	1620	30/09/2012	-	3 000	-
LCD TV	FIRE SERVICES	1620	30/09/2012	-	7 500	-
ACCESS CONTROL	FIRE SERVICES	1620	30/09/2012	-	50 000	-
SKID UNIT PUMPS AND TANKS	FIRE SERVICES	1620	30/09/2012	-	100 000	-
FLOATING PUMPS	FIRE SERVICES	1620	30/09/2012	-	100 000	-
BUILDING ALTERATIONS	FIRE SERVICES	1620	30/09/2012	-	500 000	-
MAJOR 4X4 FIRE FIGHTING VEHICLE (REPLACEMENT C	FIRE SERVICES	1620	30/09/2013	-	-	2 950 000
LIGHT 4X4 FIRE FIGHTING VEHICLE (REPLACEMENT OF	FIRE SERVICES	1620	30/09/2013	-	-	700 000
SERVICE VEHICLE (REPLACEMENT OF VEHICLE CL 530	FIRE SERVICES	1620	30/09/2013	-	-	300 000
FIRE FIGHTING TRAILERS	FIRE SERVICES	1620	30/09/2013	-	-	800 000
FITNESS EQUIPMENT	FIRE SERVICES	1620	30/09/2013	-	-	100 000
BREATHING APPARATUS	FIRE SERVICES	1620	30/09/2013	-	-	50 000
FRIDGE X 2	FIRE SERVICES	1620	30/09/2013	-	-	3 000
LCD TV	FIRE SERVICES	1620	30/09/2013	-	-	7 800
SKID UNIT PUMPS AND TANKS	FIRE SERVICES	1620	30/09/2013	-	-	100 000
FLOATING PUMPS	FIRE SERVICES	1620	30/09/2013	-	-	50 000
HAZMAT SUITS	FIRE SERVICES	1620	30/09/2013	-	-	60 000

DESCRIPTION	DEPARTMENT	COST CODE	PROCUR. DATE	2011/2012	2012/2013	2013/2014
BUILDING ALTERATIONS	FIRE SERVICES	1620	30/09/2013	-	-	500 000
				4 088 700	**5 510 500**	**5 620 800**
FAKSMASJIEN CW CJ	RURAL & SOCIAL DEVELOPMENT	1475	30/09/2011	5 000	-	-
LAMINEERDER	RURAL & SOCIAL DEVELOPMENT	1475	30/09/2011	5 000	-	-
BINDER	RURAL & SOCIAL DEVELOPMENT	1475	30/09/2011	6 000	-	-
DROMMETJIE	RURAL & SOCIAL DEVELOPMENT	1475	30/09/2011	500	-	-
KAMERA	RURAL & SOCIAL DEVELOPMENT	1475	30/09/2011	12 000	-	-
GUILLOTEEN	RURAL & SOCIAL DEVELOPMENT	1475	30/09/2011	6 000	-	-
PROJECTOR AND SCREEN	RURAL & SOCIAL DEVELOPMENT	1475	30/09/2011	15 000	-	-
FRIDGE (X1)	RURAL & SOCIAL DEVELOPMENT	1475	30/09/2011	2 750	-	-
DESK	RURAL & SOCIAL DEVELOPMENT	1475	30/09/2011	8 000	-	-
CHAIR X 2	RURAL & SOCIAL DEVELOPMENT	1475	30/09/2011	8 000	-	-
FILING CABINET	RURAL & SOCIAL DEVELOPMENT	1475	30/09/2011	15 000	-	-
VISITORS CHAIR X 4	RURAL & SOCIAL DEVELOPMENT	1475	30/09/2011	20 000	-	-
LASER POINTER 2	RURAL & SOCIAL DEVELOPMENT	1475	30/09/2011	500	-	-
WATER DISPENSER	RURAL & SOCIAL DEVELOPMENT	1475	30/09/2011	4 000	-	-
				107 750	**-**	**-**
NIEUWEDRIFT HOUSING: PLANNING	PROJECTS & HOUSING	1330	30/09/2011	800 000	-	-
RESTORATION OF HOUSES HERMON	PROJECTS & HOUSING	1330	30/09/2011	1 000 000	-	-
GARMIN NUVI AND SOFTWARE	PROJECTS & HOUSING	1330	30/08/2011	4 500	-	-
PRINTER	PROJECTS & HOUSING	1330	30/08/2011	15 000	-	-
BRAVO 4102-BLU DISC PUBLISHER	PROJECTS & HOUSING	1330	30/08/2011	40 000	-	-
NIEUWEDRIFT HOUSING: BULK WATER SUPPLY	PROJECTS & HOUSING	1330	30/09/2012	-	1 000 000	-
NIEUWEDRIFT HOUSING: BULK SEWERAGE	PROJECTS & HOUSING	1330	30/09/2012	-	500 000	-
NIEUWEDRIFT HOUSING: PLANNING	PROJECTS & HOUSING	1330	30/09/2012	-	700 000	-
NIEUWEDRIFT HOUSING: INTERNAL SERVICES	PROJECTS & HOUSING	1330	30/09/2012	-	1 200 000	-
NIEUWEDRIFT HOUSING: PLANNING	PROJECTS & HOUSING	1330	30/09/2013	-	-	600 000
NIEUWEDRIFT HOUSING: BULK WATER SUPPLY	PROJECTS & HOUSING	1330	30/09/2012	-	-	1 028 000
NIEUWEDRIFT HOUSING: BULK SEWERAGE	PROJECTS & HOUSING	1330	30/09/2012	-	-	1 000 000
NIEUWEDRIFT HOUSING: INTERNAL SERVICES	PROJECTS & HOUSING	1330	30/09/2012	-	-	5 800 000
				1 859 500	**3 400 000**	**8 428 000**

DESCRIPTION	DEPARTMENT	COST CODE	PROCUR. DATE	2011/2012	2012/2013	2013/2014
DESK	PUBLIC TRANSPORT REGULATIONS	1615	30/09/2011	3 500	-	-
CHAIR	PUBLIC TRANSPORT REGULATIONS	1615	30/09/2011	1 000	-	-
				4 500	**-**	**-**
				13 295 696	**14 522 897**	**19 089 184**
CAPITAL FINANCED FROM EXTERNAL FUNDS						
RESTORATION OF HOUSES: HERMON (LOTTO)	PROJECTS & HOUSING	1330	30/09/2011	770 000	-	-
HOUSING CONSUMER EDUCATION (SUBSIDY)	PROJECTS & HOUSING	1330	30/09/2011	15 000	-	-
NIEUWEDRIFT HOUSING: BULK WATER SUPPLY (MIG)	PROJECTS & HOUSING	1330	30/09/2012	-	1 500 000	-
NIEUWEDRIFT HOUSING: BULK SEWERAGE (MIG)	PROJECTS & HOUSING	1330	30/09/2012	-	500 000	-
NIEUWEDRIFT HOUSING: TOP STRUCTURES (SUBSIDY)	PROJECTS & HOUSING	1330	30/09/2012	-	15 000 000	-
NIEUWEDRIFT HOUSING: BULK WATER SUPPLY (MIG)	PROJECTS & HOUSING	1330	30/09/2013	-	-	2 972 000
NIEUWEDRIFT HOUSING: BULK SEWERAGE (MIG)	PROJECTS & HOUSING	1330	30/09/2013	-	-	1 696 100
NIEUWEDRIFT HOUSING: TOP STRUCTURES (SUBSIDY)	PROJECTS & HOUSING	1330	30/09/2013	-	-	14 000 000
				785 000	**17 000 000**	**18 668 100**
BOARDROOM CHAIRS X 6	WORKING FOR WATER	1331	01/08/11	4 800	-	-
VOICE RECORDER (MEETINGS) + PROGRAM	WORKING FOR WATER	1331	01/08/11	5 000	-	-
FIRE UNIT BAKKIE AND EQUIPMENT	WORKING FOR WATER	1331	01/08/11	10 500	-	-
CANOES X3	WORKING FOR WATER	1331	01/08/11	18 100	-	-
GPS X4	WORKING FOR WATER	1331	01/08/11	70 000	-	-
CUPBOARDS	WORKING FOR WATER	1331	01/08/11	60 000	-	-
HIGHBACK CHAIRS X9	WORKING FOR WATER	1331	01/08/11	18 000	-	-
WORKSTATION X1 (CLASSIQUE)	WORKING FOR WATER	1331	01/08/11	13 933	-	-
WORKSTATIONS (2*) (LEXUS) X 6	WORKING FOR WATER	1331	01/08/11	50 000	-	-
CONFERENCE TABLE (6 SEATER) X1	WORKING FOR WATER	1331	01/08/11	4 938	-	-
TEA TROLLEY X1	WORKING FOR WATER	1331	01/08/11	1 457	-	-
WASTE BIN X 9	WORKING FOR WATER	1331	01/08/11	2 700	-	-
2 TIER LETTER TRAY X9	WORKING FOR WATER	1331	01/08/11	4 400	-	-
BINDING MACHINE X1	WORKING FOR WATER	1331	01/08/11	1 100	-	-
WATER DISPENSER WITH CUP HOLDE X1	WORKING FOR WATER	1331	01/08/11	2 400	-	-
VISITORS CHAIRS X 12	WORKING FOR WATER	1331	01/08/11	22 548	-	-
FRIDGE 400L	WORKING FOR WATER	1331	01/08/11	4 500	-	-
MICROWAVE	WORKING FOR WATER	1331	01/08/11	1 400	-	-
LARGE CARPET PROTECTORS X9	WORKING FOR WATER	1331	01/08/11	3 780	-	-
POLISHER X1	WORKING FOR WATER	1331	01/08/11	2 500	-	-
DISHWASHER	WORKING FOR WATER	1331	01/08/11	3 000	-	-
BOARDROOM CHAIRS X 6	WORKING FOR WATER	1331	01/08/12	-	25 200	-
CANOES X3	WORKING FOR WATER	1331	01/08/12	-	19 186	-

DESCRIPTION	DEPARTMENT	COST CODE	PROCUR. DATE	2011/2012	2012/2013	2013/2014
TEA TROLLEY X1	WORKING FOR WATER	1331	01/08/13	-	-	1 735
BINDING MACHINE X1	WORKING FOR WATER	1331	01/08/13	-	-	1 241
WATER DISPENSER WITH CUP HOLDE X1	WORKING FOR WATER	1331	01/08/13	-	-	2 858
FIRE UNIT BAKKIE AND EQUIPMENT	WORKING FOR WATER	1331	01/08/13	-	-	12 505
CANOES X3	WORKING FOR WATER	1331	01/08/13	-	-	20 337
GPS x 1	WORKING FOR WATER	1331	01/08/13	-	-	18 500
				305 056	**44 386**	**57 176**
1 X CLOAKROAM REPAIRS - PAARL WORKSHOP	ROADS AGENCY	1361	30/09/2011	100 000	-	-
1 X WORKSHOP REPAIRS - PAARL WORKSHOP	ROADS AGENCY	1361	30/09/2011	50 000	-	-
1 X ELECTICAL REPAIRS (WORKSHOP) - PAARL WORKSHOP	ROADS AGENCY	1361	30/09/2011	75 000	-	-
6 X DIGITAL CAMERAS	ROADS AGENCY	1361	30/09/2011	8 000	-	-
9 X SAVER ARMCHAIR - STELLENBOSCH ROADS	ROADS AGENCY	1361	30/09/2011	22 500	-	-
4 X PRINTERS	ROADS AGENCY	1361	30/09/2011	20 000	-	-
8 X STEEL CONTAINERS (3m X 6m) - PAARL ROADS	ROADS AGENCY	1361	30/09/2011	80 000	-	-
2 X FILING CABINETS - PAARL ROADS	ROADS AGENCY	1361	30/09/2011	10 000	-	-
60 X STEEL LOCKERS - PAARL ROADS	ROADS AGENCY	1361	30/09/2011	60 000	-	-
3 X HYDRO BOILERS - PAARL ROADS	ROADS AGENCY	1361	30/09/2011	12 000	-	-
2 X FRIDGE - PAARL ROADS	ROADS AGENCY	1361	30/09/2011	7 000	-	-
1 X PHOTOCOPY MACHINE - PAARL ROADS	ROADS AGENCY	1361	30/09/2011	15 000	-	-
GENERAL UPGRADING WORCESTER DEPOT	ROADS AGENCY	1361	30/09/2011	100 000	-	-
1 X FAX MACHINE -CERES ROADS	ROADS AGENCY	1361	30/09/2011	10 000	-	-
TWO WAY RADIOS	ROADS AGENCY	1361	30/09/2012	-	30 000	-
PLASTIC STAG CHAIRS	ROADS AGENCY	1361	30/09/2012	-	20 000	-
ENTRANCE GATE DEPOT	ROADS AGENCY	1361	30/09/2012	-	20 000	-
TRAPEZION TABLES	ROADS AGENCY	1361	30/09/2012	-	10 000	-
1 X CLOAKROAM REPAIRS - PAARL WORKSHOP	ROADS AGENCY	1361	30/09/2012	-	90 000	-
1 X WORKSHOP REPAIRS - PAARL WORKSHOP	ROADS AGENCY	1361	30/09/2012	-	50 000	-
6 X DIGITAL CAMERAS	ROADS AGENCY	1361	30/09/2012	-	8 000	-
4 X PRINTERS	ROADS AGENCY	1361	30/09/2012	-	10 000	-
60 X STEEL LOCKERS - PAARL ROADS	ROADS AGENCY	1361	30/09/2012	-	60 000	-
10 X GARDEN BENCHES - PAARL ROADS	ROADS AGENCY	1361	30/09/2012	-	12 500	-
GENERAL UPGRADING WORCESTER DEPOT	ROADS AGENCY	1361	30/09/2012	-	100 000	-
6 X DIGITAL CAMERAS	ROADS AGENCY	1361	30/09/2013	-	-	4 000
4 X PRINTERS	ROADS AGENCY	1361	30/09/2013	-	-	10 000
GENERAL UPGRADING WORCESTER DEPOT	ROADS AGENCY	1361	30/09/2013	-	-	100 000
GENERAL UPGRADING PAARL DEPOT	ROADS AGENCY	1361	30/09/2013	-	-	400 000
				569 500	**410 500**	**514 000**
				1 659 556	**17 454 886**	**19 239 276**
TOTAL CAPITAL BUDGET				**14 955 252**	**31 977 783**	**38 328 460**

ANNEXURE I

PROJECTS 2011/2012, 2012/2013, 2013/2014

VOTE NUMBER			DESCRIPTION	BUDGET 2011/2012	BUDGET 2012/2013	BUDGET 2013/2014
LOCAL ECONOMIC DEVELOPMENT						
1	1004	5001	SMALL BUSINESS SUPPORT PROGRAMME	1 000 000	500 000	500 000
1	1004	5008	LED INFORMATION MANAGEMENT	-	441 000	463 100
1	1004	5037	ENTREPRENURIAL SEED FUNDING	1 800 000	1 000 000	1 000 000
1	1004	5038	LED BASE-LINE STUDY & SECTOR REVIEWS	-	525 000	550 000
1	1004	5039	LED EXPOS	700 000	735 000	771 000
1	1004	1078	JOB SUMMIT	100 000	-	-
				3 600 000	**3 201 000**	**3 284 100**
TOURISM						
1	1103	5019	SCHOOLS PROGRAMME	400 000	420 000	441 000
1	1103	5306	TOURISM TRAINING	250 000	200 000	150 000
1	1103	5307	TOURISM MONTH	100 000	105 000	110 200
1	1103	5311	EDUCATIONALS	200 000	210 000	220 500
1	1103	5328	COMMUNITY TRAINING	300 000	315 000	330 700
1	1103	5412	LTA PROJECTS	150 000	100 000	100 000
1	1103	5434	FREEDOM RUN	500 000	525 000	550 000
				1 900 000	**1 875 000**	**1 902 400**
LAND-USE AND SPATIAL PLANNING						
1	1521	5047	CWSDF - REVISION OF CWSDF	250 000	262 500	275 600
1	1521	5020	SPACIAL DEVELOPMENT FRAMEWORK PLAN	200 000	210 000	220 500
				450 000	**472 500**	**496 100**
ENVIRONMENTAL PLANNING						
1	1522	5136	ENVORN. MANAGEMENT FRAMEWORK	540 000	300 000	318 000
1	1522	5043	ENVIRONMENTAL EDUCATION, AWARENESS AND TRAINING	1 000 000	600 000	600 000
1	1522	5140	EPWP INVASIVE ALIEN VEGETATIONMANAGEMENT PROGRAMM	3 270 000	-	-
				4 810 000	**900 000**	**918 000**
PROJECTS AND HOUSING						
1	1330	5060	MEERLUST HOUS: INT. SERV & TOP SRUCT (SUBSIDY)	-	15 000 000	15 000 000
1	1330	5060	MEERLUST HOUS: INT. SERV & TOP SRUCT (COUNCIL)	-	5 000 000	5 000 000
1	1330	5079	MEERLUST HOUS: PLANNING (COUNCIL)	1 000 000	-	-
1	1330	5183	PLANNING: WASTE MANAGEMENT PLAN	180 000	200 000	220 000
1	1330	5184	PLANNING: PAVEMENT MANAGEMENT SYSTEM	670 000	450 000	500 000
1	1330	5185	PLANNING: WATER AND SANITATION	350 000	400 000	450 000
1	1330	5187	PLANNING: HUMAN SETTLEMENT PLAN	200 000	150 000	100 000
1	1330	5155	PROVISION OF WATER TO SCHOOLS: COUNCIL	600 000	650 000	650 000
1	1330	5076	RURAL WATER SCHEME: WELLINGTON (SERVITUDES)	700 000	-	-
1	1330	5344	CONSUMER HOUSING EDUCATION	25 000	-	-

VOTE NUMBER			DESCRIPTION	BUDGET 2011/2012	BUDGET 2012/2013	BUDGET 2013/2014
1	1330	5100	PLANNING: REGIONAL LANDFILL SITE	1 000 000	1 000 000	-
1	1330	5107	DEVELOPMENT: REGIONAL LANDFILL SITE	-	4 000 000	4 000 000
1	1330	5101	INFRASTRUCTURE RURAL AREA (REN. ELECT.)	1 500 000	1 750 000	1 900 000
1	1330	5102	INFRASTRUCTURE RURAL AREA (REN. ELECT.) FARMERS	350 000	400 000	450 000
1	1330	5099	UPGRADING OF INTERNAL STREETS AND SIDEWALKS	7 000 000	7 000 000	7 000 000
1	1330	5094	GRASS CUTTING	5 500 000	6 000 000	6 500 000
1	1330	5098	UPGRADING OF TOILETTE FACILITIES	15 000 000	15 000 000	15 000 000
1	1330	1036	RENEWABLE ENERGY	20 000	-	-
1	1330	1036	RENEWABLE ENERGY (ESKOM SUBSIDY)	70 000	-	-
1	1330	5114	SEWERAGE: MEERLUST HOUS (MIG)	500 000	3 785 000	-
1	1330	5114	SEWERAGE: MEERLUST HOUS (COUNCIL)	100 000	1 900 000	-
1	1330	5115	PLANNING: B- MUNICIPALITIES	3 000 000	-	-
				37 765 000	**62 685 000**	**56 770 000**

PUBLIC TRANSPORT REGULATION

1	1615	5017	UPGRADING INFRASTRUCTURE AT VARIOUS SCHOOLS	-	2 500 000	3 000 000
1	1615	5017	UPGRADING INFRASTRUCTURE AT VARIOUS SCHOOLS (MIG)	6 227 000	-	-
1	1615	5018	ROAD SAFETY EDUCATION	500 000	2 000 000	2 000 000
1	1615	5131	DRAKENSTEIN MOBILITY CORIDOR	750 000	1 500 000	-
1	1615	5132	WORCESTER TRANSPORT PLAN	500 000	1 000 000	4 500 000
1	1615	5133	PUBLIC TRANSPORT INTERCHANGES	2 000 000	1 500 000	-
1	1615	5134	PT OPERATOR BUSINESS SKILSS DEVELOPMENT	750 000	-	-
1	1615	5135	CWDM INTEGRATED TRANSPORT PLAN (DORA)	2 023 000	1 583 000	715 000
1	1615	5142	INTEGRATED TRANSPORT NETWORK FRAMEWORK	550 000	-	-
1	1615	5438	UPGRADING OF OFFICES: TAXI COUNCIL	300 000	-	-
1	1615	5143	SAFER JOURNEYS TO SCHOOLS STRATEGY REVIEW	-	500 000	500 000
1	1615	5144	TAXI INTERCHANGES AND RANKS	-	1 000 000	2 000 000
1	1615	5145	PROVINCIAL FUNDING	1 500 000	-	-
				15 100 000	**11 583 000**	**12 715 000**

WORKING FOR WATER (DWAF)

1	1331	1420	CLEARING CONTRACTS	**11 100 000**	**11 655 000**	**12 237 750**

MUNICIPAL HEALTH SERVICE

1	1441	5210	SUBSIDY: WATER/SANITATION - FARMS	2 700 000	1 500 000	1 500 000
1	1441	5218	CLEAN-UP CAMPAIGNS	2 000 000	1 000 000	1 000 000
1	1441	5219	ANNUAL ENVIRONMENTAL HEALTH EDUC. PROG.	474 800	470 000	470 000
1	1441	5189	HEALTH & HYGIENE IMPROV. PROJECT: INFORMAL MEAT TRADE	240 000	254 400	269 600
1	1441	5190	GREENING	233 200	247 100	282 000

VOTE NUMBER			DESCRIPTION	BUDGET 2011/2012	BUDGET 2012/2013	BUDGET 2013/2014
1	1441	5225	WASTE MINIMISATION PROJECT	500 000	530 000	561 800
1	1441	5433	BIOLOGICAL RODENT CONTROL PROGRAM	169 600	179 700	190 500
1	1441	5436	PESTICIDE SAFETY	106 000	112 300	119 100
1	1441	5437	WASTE MINIMISATION	-	-	-
				6 423 600	**4 293 500**	**4 393 000**
			DISASTER MANAGEMENT			
1	1610	0236	COMMUNITY SAFETY	500 000	-	-
1	1610	0237	ISDR WEEK	-	250 000	250 000
1	1610	0238	POPULATION MIGRATION AND COORDINATION.	150 000	-	-
1	1610	0239	SIMULATION EXERCISE PROJECT	500 000	300 000	300 000
				1 150 000	**550 000**	**550 000**
			SOCIAL DEVELOPMENT			
1	1475	5203	HIV/AIDS PROJECTS	800 000	1 000 000	1 000 000
1	1475	5217	EARLY CHILDHOOD DEVELOPMENT	1 100 000	1 000 000	1 000 000
1	1475	5221	HUMAN SETTLEMENT DEVELOPMENT	-	838 000	838 000
1	1475	1113	YOUTH	1 100 000	1 000 000	1 000 000
1	1475	1114	COMBATING SUBSTANCE ABUSE	764 300	279 400	279 400
1	1475	1115	ELDERLY	1 000 000	750 000	1 000 000
1	1475	1116	DISABLED	1 000 000	750 000	1 000 000
1	1475	1118	FAMILIES AND CHILDREN	750 000	1 000 000	1 000 000
1	1475	1124	GENDER	264 300	279 400	279 400
1	1475	1125	WOMEN	750 000	750 000	900 000
1	1475	1018	COMMUNITY SUPPORT PROGRAMME	2 219 700	1 000 000	1 000 000
1	1475	1134	SPORT AND RECREATION	1 374 100	1 200 000	1 000 000
1	1475	1138	CAPACITY BUILDING HEALTH AND DEV. COM	422 800	446 900	446 900
1	1475	1039	SPORT EVENTS	500 000	-	-
1	1475	1051	CULTURAL	500 000		
				12 545 200	**10 293 700**	**10 743 700**
			RURAL DEVELOMPENT			
1	1477	5040	SMALL FARMER SUPPORT	1 200 000	1 000 000	1 000 000
1	1477	5110	CIVIL RIGHTS EDUCATION-F'DWELLERS	550 000	600 000	650 000
1	1477	5111	SOCIAL RELIEF & FOOD SECURITY- F'DWELLERS	264 300	279 400	279 400
1	1477	5112	IMPROVE TENURE: F'DWELLERS	600 000	650 000	700 000
				2 614 300	**2 529 400**	**2 629 400**

VOTE NUMBER			DESCRIPTION	BUDGET 2011/2012	BUDGET 2012/2013	BUDGET 2013/2014
			OFFICE OF THE MAYOR			
1	1003	1034	BENEVOLENT FUND	642 000	500 000	200 000
				642 000	**500 000**	**200 000**
				98 100 100	**110 538 100**	**106 839 450**

ANNEXURE J



TARIFFS 2011/2012

CAPE WINELANDS DISTRICT
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

VISION - Growing, Sharing, Delivering and Innovating Together

MISSION - The Cape Winelands District Municipality, in partnership with its citizens and stakeholders, commit themselves to inclusive, informed and responsible governance where sustainable service delivery and development create opportunities for all

Email: admin@capewinelands.gov.za Website: www.capewinelands.gov.za Tel: 0861 265263

CAPE WINELANDS DISTRICT MUNICIPALITY

RATES AND TAXES

BY-LAW RELATING TO TARIFFS, CHARGES AND FEES

2011/2012

	2010/2011	2011/2012
DISTRICT MANAGEMENT AREA ***(Income Vote = 1 1700 / 0870)***	0,151c/R	0,00c/R ***(Subject to changes as a result of revised valuation roll due to a supplementary valuation to be implemented on 01/07/2007)***

Interest at the Standard rate, in terms of section 97(e) of the Local Government: Municipal Systems Act, 32 of 2000, as determined from time to time, will be added to all unpaid rates.

PROPERTY RATES NOT SUBJECT TO V.A.T

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CAPE WINELANDS DISTRICT MUNICIPALITY

BUILDING PLAN FEES

BY-LAW RELATING TO TARIFFS, CHARGES AND FEES

2011/2012

1. <u>BUILDING PLAN FEES</u>:
(Income Vote = 1 1521 / 0709)
(V.A.T. Vote = 3 1075 / 502 1)

The following fees are payable to Council in advance according to the following tariff for building plan scrutiny in respect of new buildings or changes to existing buildings:

1.1 R5.53 + R0.77 (V.A.T.) = **<u>R6.30</u>** per m² or part of m².
Minimum building plan fee of R185.97 + R26.03 (V.A.T.) = **<u>R212.00</u>**

(2010/2011) R5.24 + R0.73 (V.A.T.) = <u>R5.97</u> per m² or part of m².
Minimum fee of R175.44+ R24.56 (V.A.T.) = **<u>R200,00</u>**

1.2 Temporary structures (Small structures as described in National Building Regulations) R185.97+ R26.03 (V.A.T.) = **<u>R212.00</u>**

(2010/2011) R175.44+ R24.56 (V.A.T.) = **<u>R200,00</u>**

1.3 Extension of expiry date of approved building plan R185.97+ R26.03 (V.A.T.) = **<u>R212.00</u>**

(2010/2011) R175.44 + R24.58 (B.T.W) = <u>R200.00</u>.

2. <u>BUILDING PLAN FEES ON LATE SUBMISSION OF BUILDING PLANS</u>:

R13.16+ R1.84 (V.A.T.) = **<u>R15.00</u>** per m² or part of m².
Minimum building plan fee of R356.14 + R49.86 (V.A.T.) = **<u>R406.00</u>**
In cases where building has commenced without approved building plans.

(2010/2011) R12.28 + R1.72 (V.A.T.) = <u>R14.00</u> per m² or part of m².
Minimum building plan fee of R335.97 + R47.03 (V.A.T.) = <u>R383,00</u>
In cases where building has commenced without approved building plans.

3. **TARIFFS FOR AMENDED BUILDING PLANS**:
(Income Vote = 1 1521 / 0709)
(V.A.T. Vote = 3 1075 / 502 1)

R179.83+ R25.17(V.A.T.) = **R205.00** per building plan.

Provided that where proposed amendments to building plans result in major changes, the Chief Engineer may regard such applications as new applications.

(2010/2011) = R169.30 + R23.70 (V.A.T.) = R193,00 per building plan.

V.A.T., AS INDICATED, IS APPLICABLE TO THE ABOVE TARIFFS.
(V.A.T. Vote = 3 1075/502 1)
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4. **GENERAL**:

4.1 No plans of any nature whatsoever shall be considered by Council unless and until such time as the appropriate fees have been paid.

4.2 No provision contained in this schedule may be interpreted as barring Council from waiving the further payment of any fees or part of any fees which otherwise would have been payable in terms of this schedule in respect of any plans as aforementioned, in respect of which such fees have been paid.

4.3 Council may repay money to any person who has paid the fees as determined in paragraph (1.1), to a maximum of 75% of such fees if such person's application for the approval of building plans is withdrawn before Council has made a decision with regard to the plans, provided that a minimum amount of R191.50 (including V.A.T.) shall be retained.

IMPORTANT:
SECTION HEADS MUST ENSURE THAT FEES PAYABLE IN ADVANCE, WHERE APPLICABLE, ARE PAID PRIOR TO THE RENDERING OF THAT SPECIFIC SERVICE.
ONLY THE EXECUTIVE DIRECTOR: FINANCE, MAY GRANT APPROVAL TO THE CONTRARY.

CAPE WINELANDS DISTRICT MUNICIPALITY

SUNDRY TARIFFS

BY-LAW RELATING TO TARIFFS, CHARGES AND FEES

2011/2012

		2010/2011	2011/2012 Tariff		V.A.T.	Total
1. SUPPLY OF INFORMATION TO THE PUBLIC:						
1.1	**Plan-& Photo-copies other than A/3:**					
	(Income Vote = 1 1327 / 0720)					
1.1.1	**Copies**					
	Paper					
	A/0	R45.50	R42.55	R	5.95	R48.50
	A/1	R26.90	R25.00	R	3.50	R28.50
	A/2	R17.90	R16.67	R	2.33	R19.00
	A/3	R11.50	R10.71	R	1.49	R12.20
	A/4	R7.30	R6.76	R	0.94	R7.70
	Tracing paper					
	A/0	R82.80	R77.02	R	10.78	R87.80
	A/1	R49.90	R46.41	R	6.49	R52.90
	A/2	R27.00	R25.09	R	3.51	R28.60
	A/3	R17.90	R16.67	R	2.33	R19.00
	A/4	R11.50	R10.71	R	1.49	R12.20
	Film					
	A/0	R162.60	R151.23	R	21.17	R172.40
	A/1	R97.90	R91.06	R	12.74	R103.80
	A/2	R49.90	R46.41	R	6.49	R52.90
	A/3	R27.00	R25.09	R	3.51	R28.60
	A/4	R16.70	R15.53	R	2.17	R17.70
1.3	**Deeds Enquiries:**	R17.20	R15.97	R	2.23	R18.20
	(Inc. Vote. = 1 1201 / 0720)					
1.4	**Valuation Certificates:**	R86.00	R80.71	R	11.29	R92.00
	(Inc. Vote. = 1 1201 / 0720)					
1.5	**Clearance Certificates:** (Financial)	R77.50	R71.93	R	10.07	R82.00
	(Inc. Vote. = 1 1700 / 0720) (DMA)					
1.6	**Information from Computer:**					
	(Inc. Vote. = 1 1210 / 0720)					
	(Per Master)	R13.10	R12.20	R	1.70	R13.90
	(Per Local Area or Ward)	R120.70	R112.29	R	15.71	R128.00
1.7	**Search fees:**	R120.70	R112.29	R	15.71	R128.00
	(Inc. Vote. = 1 1201 / 0720)					
	Information not readily available -					
	(Per hour or part thereof)					

	2010/2011	2011/2012		
		Tariff	V.A.T.	Total
2. DEPOSIT FOR DISPLAY OF ELECTION POSTERS AND OTHER ***(Income Vote. = 1 1002 / 0720)***	R1 625.50	R1 513.16	R 211.84	R1 725.00
3. NON - REFUNDABLE FEE FOR ISSUING OF TENDER DOCUMENTS ***(Income Vote.= 1 1235 / 0720)***				
Standard document / max. 50 pages	R 120.00	R 114.04	R 15.96	R 130.00
Extended document / exceeding 50 pages	R 240.00	R 223.69	R 31.31	R 255.00

V.A.T., AS INDICATED, IS APPLICABLE TO THE ABOVE TARIFFS.

(V.A.T. Vote = 3 1075 / 502 1)

IMPORTANT:

SECTION HEADS MUST ENSURE THAT ALL FEES PAYABLE IN ADVANCE, WHERE APPLICABLE, ARE PAID PRIOR TO THE RENDERING OF THAT SPECIFIC SERVICE. ONLY THE EXECUTIVE DIRECTOR: FINANCE MAY GRANT APPROVAL TO THE CONTRARY.

CAPE WINELANDS DISTRICT MUNICIPALITY

GENERAL WORKS

BY-LAW RELATING TO TARIFFS, CHARGES AND FEES

2011/2012

1. REPAIR OF INTERSECTIONS: ***(Income Vote = 1 1361 / 0720)***

1.1 The following tariffs apply in a radius of 30 km from the works depot concerned:

	2010/2011	2011/2012		
		Tariff	V.A.T.	Total
Bitumen layer and other layers	R560,00	R521.06	R72.94	R594,00/m²
Bitumen layer only	R349,00	R324.57	R45.43	R370,00/m²
Gravel layers on gravel road	R186,00	R173.69	R24.31	R198,00/m²

1.2 ***In case of a departure from the conditions stipulated in 1.1, the (real cost + 20% admin. fee) plus V.A.T., as determined by the Executive Director, will be payable.***

2. GRADING OF PRIVATE ACCESS ROAD: *(Income Vote = 1 1361 / 0720)*

	2010/2011	2011/2012		
		Tariff	V.A.T.	Total
2.1 Per road for a period of a maximum of one hour, but also linked to the grading cycle of the public road network	R 1,198.00	R1114.04+	R155.96	***R1 270,00*** ***(Dry grading of road)***
	R1,290.00	R1200.00 +	R168.00	***R1 368,00*** ***(Wet grading of road)***

2.2 ***In case of a departure from the conditions stipulated in 2.1, the (real cost + 20% admin. fee) plus V.A.T., as determined by the Executive Director, will be payable.***

3. ERECTION OF TOURISM SIGNS: *(Income Vote = 1 1361 / 0720)*

	2010/2011	2011/2012	
3.1 Per facility sign within a radius of 30 km from the works depot concerned	R761,00	R707.90 + R99.10	R807,00

	2010/2011	2011/2012 Tariff	V.A.T.	Total
3.2 Per facility sign within a radius of 31 – 51Km from the works depot concerned	R1015.00	R943.86 +	R132.14	R1076.00

3.3 In case of a departure from the conditions stipulated in 3.2, the (real cost + 20% admin. fee) plus V.A.T., as determined by the Executive Director, will be payable.

4. REMOVAL OF ILLEGAL SIGNS:
(Income Vote = 1 1361 / 0720)

	2010/2011	2011/2012		
4.1 Inside or outside road-reserve with a maximum area not exeeding 2m²	R1015,00	R943.86 +	R132.14	R1076.00

4.2 In case of a departure from the conditions stipulated in 4.1, the (real cost + 20% admin. fee) plus V.A.T., as determined by the Executive Director, will be payable.

		2010/2011	2011/2012 Tariff	V.A.T.	Total
5.	**ADMINISTRATION FEE FOR CLEARING ERVEN:** ***(Income Vote = 1 1361 / 0720***	R160,00	R149.13+	R20.87	R170,00
6.	**ENCROACHMENTS:** ***(Income Vote = 1 1225 / 0720)***	R185,00 p.a.	R171.93 +	R24.07	R196,00 p.a.
7.	**TEMPORARY STRUCTURE:** ***(Income Vote = 1 1521 / 0720***	R190.00 p.a.	R176.32 +	R24.68	R201,00 p.a.
8.	**TRANSFER/CLEARANCE CERTIFICATE**: ***(Income Vote = 1 1521 / 0720*** (New erven by building developers)	R185,00	R 171.93 +	R 24.07	R196,00

V.A.T., AS INDICATED, IS APPLICABLE TO THE ABOVE TARIFFS.
(V.A.T. Vote = 3 1075/502 1)

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IMPORTANT:
SECTION HEADS MUST ENSURE THAT FEES PAYABLE IN ADVANCE, WHERE APPLICABLE, ARE PAID PRIOR TO THE RENDERING OF THAT SPECIFIC SERVICE.
ONLY THE EXECUTIVE DIRECTOR: FINANCE MAY GRANT APPROVAL TO THE CONTRARY.

CAPE WINELAND DISTRICT MUNICIPALITY

TAKING OF SAMPLES, MEAT INSPECTIONS AND FEES FOR DELIVERING OF NON-MUNICIPAL HEALTH SERVICES TO B-MUNICIPALITIES

BY-LAW RELATING TO TARIFFS, CHARGES AND FEES

2011/2012

1. TAKING SAMPLES ***(Payable in advance)***
(Income Vote = 1 1441 / 0720)
(V.A.T. Vote = 3 1075 / 502 1)

2011/2012

Water, Milk and Food samples taken on request from private persons:
Lab tariff + 20 % administrative fee plus transport cost @ R3.56/km
As alternative samples is addressed for account of applicant

2010/2011

Water, Milk and Food samples taken on request from private persons:
Lab tariff + 20 % administrative feeplus transport cost @ R3.16/km.
As alternative samples is addressed for account of applicant

2. MEAT INSPECTIONS (Payable in advance):
(Income Vote = 1 1441 / 0720)
(V.A.T. Vote = 3 1075 / 502 1)

2011/2012

R136.85 + R19.15 (V.A.T.) = **R156** per hour within working hours } Plus transport
R177.20 + R24.80 (V.A.T.) = **R202** per hour after hours } cost @ R3.56/km

2010/2011

R128.95 + R18.05 (V.A.T.) = R147 per hour within working hours } Plus transport
R166.67 + R23.33 (V.A.T.) = R190 per hour after hours } cost @ R3.16/km

3. DELIVERING OF NON-MUNICIPAL HEALTH SERVICES TO B-MUNICIPALITIES.

	2010 / 2011	2011/2012		
		Tarrif	V.A.T.	Total
Inspections - Air Pollution Control	R209.00	R194.74	R27.26	**R222.00** per hour
Inspections - Noise Pollution Control	R209.00	R194.74	R27.26	**R222.00** per hour

Plus Transport cost = R3.56/km

When an expert's advice is required, it will be done in consultation with the concerned Municipality and such cost will be additional to the above mentioned.

4. ISSUING OF EXPORT CERTIFICATES W.R.T. FOODSTUFFS

	2010/2011	2011/2012		
		Tarrif	V.A.T.	Total
Issuing of Export Certificates	R228.00	R212.28	R29.72	**R242.00** per hour

V.A.T., AS INDICATED, IS APPLICABLE TO THE ABOVE TARIFFS.
(When an account is rendered – V.A.T. is to be calculated separately.)
(V.A.T. Votes = 3 1075 / 502 1)

IMPORTANT:
SECTION HEADS MUST ENSURE THAT FEES PAYABLE IN ADVANCE, WHERE APPLICABLE, ARE PAID PRIOR TO THE RENDERING OF THAT SPECIFIC SERVICE. ONLY THE EXECUTIVE DIRECTOR: FINANCE MAY GRANT APPROVAL TO THE CONTRARY.

Air Quality Processing/Licensing Fees

2011/2012

In accordance to the National Environmental Management: Air Quality Act, 2004 a business can be declared as a listed activity in terms of Section 21. An application with the licensing authority of the area, in which a business is carried out, must pay a prescribed processing fee in terms of the following sections of the National Environmental Management: Air Quality Act, 2004:

Section 37(2) (a): New license application processing fee
Section 44(3) (a): Transfer of license processing fee
Section 47(3) (a): Renewal of license processing fee

The atmospheric emissions license processing fee calculator is an administrative tool developed to assist licensing authorities when determining the prescribed processing fee.

The Minister of Water and Environmental Affairs, in the spirit of co-operative governance and in support of the provincial and municipal Atmospheric Emission Licensing Authorities, has made available this atmospheric emission licence processing fee calculator as well as the national guideline on the atmospheric emission licence processing fee calculator. In this regard the atmospheric emission licence processing fee calculator and supporting national guideline is meant to assist the Atmospheric Emission Licensing Authorities when calculating the atmospheric emission licence processing fee as contemplated in Chapter 5 of the Act. The calculator and supporting guideline have been developed in order to facilitate the provision of a nationally-consistent high quality licensing service by all Licensing Authorities and especially, consistency in the charging of the processing fees provided for in Chapter 5 of the Act.

This fee calculator determines the processing and a license fee by placing the listed activity in an application band (1-5) in using the following scoring guidelines:

Scoring Guidelines

Scale of Emissions
Total emissions (excluding CO2) of less than 100 tonnes/annum
Total emissions (excluding CO2) between 100 - 1000 tonnes/annum
Total emissions (excluding CO2) between 1000 - 10 000 tonnes/annum
Total emissions (excluding CO2) between 10 000 - 100 000 tonnes/annum
Total emissions (excluding CO2) of more than 100 000 tonnes/annum
Complexity of Application

One unit, one process
Two units, one process,
Two units, two processes,
More than two units, more than two processes
Multiple units, multiple processes (specialist input and unique plants)
Nature of Applicant: SMME Status
If the enterprise total gross asset value (fixed property excluded) is less than R0.10 million
If the enterprise total gross asset value (fixed property excluded) is less than R1.50 million
If the enterprise total gross asset value (fixed property excluded) is less than R3.75 million
If the enterprise total gross asset value (fixed property excluded) is less than R15.00 million
If the enterprise total gross asset value (fixed property excluded) is R15.00 million or more
Type of Application
Application for the transfer of the licence (S. 44 of the AQA)
Application for the renewal of the licence (S. 47 of the AQA)
New application for a licence without a Full EIA (Basic Assessment) (S. 37 of the AQA)
New application for a licence with a Full EIA (S. 37 of the AQA)
Risk
Low risk from BOTH proximity to residential area and hazardous nature of emissions
Medium risk from EITHER proximity to residential area or hazardous nature of emissions
Medium risk from BOTH proximity to residential area and hazardous nature of emissions
High risk from EITHER proximity to residential area and hazardous nature of emissions
High risk from BOTH proximity to residential area and hazardous nature of emissions
Geographical Location
Acceptable ambient air quality
Potentially poor ambient air quality
Poor ambient air quality (includes any declared National or Provincial Priority Areas)
Specialist Expertise
The application is straight forward and deals with well-known processes
The application needs no more than 12 hours of specialist time
The application needs up to 40 hours of specialist time
The application needs up to 60 hours of specialist time
The application needs more than 60 hours of specialist time

It must be noted that this fee calculator has not been promulgated and indications are that the National Fee Calculator will be promulgated during 2011.

A decision was made at the Western Cape Air Quality Officers Forum on 11 February 2011 that the processing fee as described in this atmospheric emission licence processing fee calculator will be charged throughout the province. The licensing fee can only be charged if the National Fee Calculator is promulgated, as the Act does not make provision for two separate fees. The fee calculator also makes provision that the license fee be paid over a period of five years.

PROCESSING FEE SCHEDULE	
APPLICATION BANDS	**APPLICABLE FEE (R's)**
BAND 1	R 4,000.00
BAND 2	R 16,000.00
BAND 3	R 50,000.00
BAND 4	R100,000.00
BAND 5	R200,000.00

LICENSING FEE	
APPLICATION BANDS	**APPLICABLE FEE (R's)**
BAND 1	R25,000
BAND 2	R100,000
BAND 3	R300,000
BAND 4	R600,000
BAND 5	R1,250,000

CAPE WINELANDS DISTRICT MUNICIPALITY

LEVYING OF APPLICATION FEES AS DETERMINED BY PROVINCIAL LAND-USE PLANNING ORDINANCE

2011/2012

(Income vote = 1 1521 / 0720)

		2010/2011	2011/2012		
			Tariff	V.A.T.	Total
1.	Consent use application	R1,325.00	R1,232.46	R172.54	**R1,405.00**
2.	Rezoning application	R1,325.00	R1,232.46	R172.54	**R1,405.00**
3.	Departures:				
	– Section 15(1)(a)(i)				
	Erven less than 500 m²	R 99.00	R 92.11	R12.89	**R105,00**
	Erven 500 – 750 m²	R164.00	R152.64	R21.36	**R174,00**
	Erven more than 750 m²	R264.00	R245.62	R34.38	**R280,00**
	– Section 15(1)(a)(ii)	R1,325.00	R1,232.46	R172.54	**R1,405.00**
4.	Subdivisions:				
	– Up to 20 erven	R 666.00	R619.30	R86.70	**R 706.00**
	– More than 20 erven	R602.00+ R10.00 + V.A.T	R638,00 + R10,00 + V.A.T. **(for each additional erf more than 20)**		

V.A.T., AS INDICATED, IS APPLICABLE TO THE ABOVE TARIFFS.

(V.A.T. Vote = 3 1075 / 502 1)

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THE ABOVE-MENTIONED TARIFFS ARE SUBJECT TO AMENDMENTS IN TERMS OF THE WESTERN CAPE PLANNING AND DEVELOPMENT ACT (ACT 7 OF 1999).

IMPORTANT:
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ONLY THE EXECUTIVE DIRECTOR: FINANCE MAY GRANT APPROVAL TO THE CONTRARY.

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CAPE WINELANDS DISTRICT MUNICIPALITY

FIRE SERVICES CHARGES

BY-LAW RELATING TO TARIFFS, CHARGES AND FEES

2011/2012

1. SPECIALIZED FIRE FIGHTING SERVICES:
(*AS PER MUNICIPAL STRUCTURES ACT* **)**
(Income Vote = 1 1620 / 0710)

	2010/2011	2011/2012		
		Tariff	V.A.T	Total
1.1 This will include all Fire vehicles, all manpower, water supplies and pump attendance during actual rendering of a specialized fire fighting services,exceeding 1 hour working time (excluding travelling time) ***(Per hour or part thereof)***	R2 049.00	R1 797.37	R251.63	**R2 049.00**
1.2 Additional Consumables:	**Purchase Price**			**Purchase Price**
1.3 Standby: (excluding travelling time) ***(Per hour or part thereof)***	R723.00	R634.21	R88.79	**R723.00**
1.4 Call-out: ***Less than 1 hour*** (**excluded** if additional resources has been activated)	**Free**			**Free**
1.5 **Organs of State and Municipalities**	**Free**			**Free**
1.6 Assistance requested outside CWDM boundary:	R 2 650.00	R 2 324.56	R 325.44	**R 2 650.00**
1.7 Special **Standby** Services **(Outside Municipal Structures Act)**	R 2 650.00	R 2 324.56	R 325.44	**R 2 650.00**

V.A.T., AS INDICATED, IS APPLICABLE TO THE ABOVE TARIFFS.
(When an account rendered - V.A.T. is to be calculated seperately)
(V.A.T. Votes :- Inc. = 3 1075 / 502 1)

CAPE WINELANDS DISTRICT MUNICIPALITY

ADVERTISING COSTS FOR LAND USE DEPARTURE
WHERE ADVERTISING FOR OBJECTIONS ARE CONCERNED

BY-LAW RELATING TO TARIFFS, CHARGES AND FEES

2011/2012

(Income Vote = 1 1521 / 0100)

	2010/2011	2011/2012		
		Tariff	V.A.T.	Total
One newspaper plus Provincial Gazette	R2,588.00	R2 407.02	R336.98	**R2,744.00**
More than one newspaper plus Prov. Gaz.	R4,399.00	R4 090.35	R572.65	**R4,663.00**

V.A.T., AS INDICATED, IS APPLICABLE TO THE ABOVE TARIFFS.
(V.A.T. Vote = 3 1075 / 502 1)

==========

This charge covers all administration and advertising costs that Council may incur. No repayment will be made to any applicant if advertising had already taken place.

If an application is withdrawn before advertising had taken place, 75% of the tariff will be repaid.

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CAPE WINELANDS DISTRICT MUNICIPALITY

EERSTE BEGIN

BY-LAW RELATING TO TARIFFS, CHARGES AND FEES

2011/2012

RENTAL OF HALL FACILITIES — **2010/2011** — **2011/2012**

(Income Vote = 1 1165 / 0741)

GROUPS:			Tariff	V.A.T.	Total
1.	Consisting mainly of Children -	R 58.00	R54.39	R7.61	**R62.00**
2.	Consisting mainly of Adults - **(maximum 10 persons per group)**	R 128.00	R119.30	R16.70	**R136.00**

V.A.T., AS INDICATED IN BRACKETS, IS INCLUDED IN THE ABOVE TARIFFS.
(V.A.T. Vote = 3 1075 / 502 1)

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IMPORTANT:

THE HEADS OF SECTIONS HAVE TO ENSURE THAT ALL FEES PAYABLE IN ADVANCE, ARE BEING PAID PRIOR TO THE RENDERING OF SERVICES.
ONLY THE EXECUTIVE DIRECTOR: FINANCE MAY GRANT APPROVAL TO THE CONTRARY.

CAPE WINELANDS DISTRICT MUNICIPALITY

FEES FOR ACCESS TO INFORMATION

(PROMOTION OF ACCESS TO INFORMATION, ACT NO. 2 OF 2000)

2011/2012

		2010/2011	2011/2012
1.	Copy of "ACCESS TO INFORMATION MANUAL"	R (available on request)	
2.	Request fee, except for a personal requester, requesting personal information	R 35-00	R35-00
3.	Fees for reproduction:		
	Every photocopy of an A 4-size or a part thereof	R 0-60	R 0-60
	Every printed copy of an A 4-size page or a part thereof held on a computer or in electronic or machine-readable form	R 0-40	R 0-40
	A copy in a computer-readable form on:		
	stiffy disc	R 5-00	R 5-00
	compact disc	R 40-00	R 40-00
	A transcription of visual images for an		
	A 4-size page or part thereof	R 22-00	R 22-00
	for a copy of visual images	R 60-00	R 60-00
	for a transcription of an audio record,		
	for an A 4-size page or part thereof	R 12-00	R 12-00
	for a copy of an audio record	R 17-00	R 17-00
4.	Access Fees (unless exempted under section 22 (8) of the Act:		
	Every photocopy of an A 4-size page or a part thereof	R 0-60	R 0-60
	Every printed copy of an A 4-size page or a part thereof held on a computer or in electronic or machine-readable form	R 0-40	R 0-40
	A copy in a computer-readable form on:		
	stiffy disc	R 5-00	R 5-00
	compact disc	R 40-00	R 40-00

A transcription of visual images for an A 4-size page or part thereof	R 22-00	R 22-00
for a copy of visual images	R 60-00	R 60-00
for a transcription of an audio record, for an A 4-size page or part thereof	R 12-00	R 12-00
for a copy of an audio record	R 17-00	R 17-00

5. To search for the record for disclosure, for each hour or part of an hour, excluding the first hour — R 15-00 — R 15-00

6. Deposit:

A deposit is not required until six hours are exceeded in terms of paragraph 5.

One-third of the access fee, listed in paragraph 4, is payable by the requester as a deposit.

Postage is payable by the requester when a copy of the record must be posted to the requester.

V.A.T. IS INCLUDED IN THE ABOVE TARIFFS.

(Fees to be paid into the Sundry Income Vote of the applicable cost centre)

(V.A.T. Vote = 3 1075 / 502 1)

==========

THE HEADS OF SECTIONS HAVE TO ENSURE THAT ALL FEES PAYABLE IN ADVANCE, ARE BEING PAID PRIOR TO THE RENDERING OF SERVICES. ONLY THE EXECUTIVE DIRECTOR: FINANCE MAY GRANT APPROVAL TO THE CONTRARY.

ANNEXURE K

Municipal annual budgets and MTREF & supporting tables

Version 2.3.

Click for Instructions!

Accountability

Transparency

Information & service delivery

national treasury
Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

Contact details:

Technical enquiries to the MFMA Helpline at:
mfma@treasury.gov.za

Data submission enquiries:
Elsabé Rossouw
National Treasury
Tel: (012) 315-5534
Electronic documents: lgdocuments@treasury.gov.za
Queries on formats: lgdataqueries@treasury.gov.za

Preparation Instructions

Municipality Name:	DC2 Cape Winelands
CFO Name:	J. G. Marais
Tel:	021 888 5154
Fax:	021 883 8871
E-Mail:	gawie@capwinelands.gov.za
Budget for MTREF starting:	2011
Budget Year:	2011/12
Does this municipality have Entities?	No
If YES: Identify type of report:	Parent Municipality

Name Votes & Sub-Votes

Printing Instructions

Showing / Hiding Columns

Hide Pre-audit columns on all sheets

Hide Reference columns on all sheets

Showing / Clearing Highlights

Clear Highlights on all sheets

Important documents which provide essential assistance

MFMA Budget Circular 2011/12	Click to view
MBRR Budget Formats Guide	Click to view
MFMA Circular 48	Click to view
MFMA Circular 51	Click to view
MFMA Return Forms	Click to view

Organisational structure votes (if required)	Organisational structure sub-votes (if required)	
Vote1 - Regional Development and Planning Services	**Regional Development and Planning Services**	Vote1
Vote2 - Community and Developmental Services	Management: Regional Development and Planning Services	
Vote3 - Enginering and Infrastructure Services	Economic Development	
Vote4 - Rural and Social Development Services	Tourism	
Vote5 - Office of the Municipal Manager	Planning Services	
Vote6 - Financial Services	Environmental Planning	
Vote7 - Corporate Services	Academy of Learning	
Vote8 -	Working for Water (DWAF)	
Vote9 -	0	
Vote10 -		
Vote11 -	Working for Water (TCTA)	
Vote12 - 0	**Community and Developmental Services**	Vote2
Vote13 - 0	Management: Community and Developmental Services	
Vote14 - 0	Municipal Health Services	
Vote15 - 0	Disaster Management	
	Fire Services	
	Sale of Milk	
	Bus Accident Fund	
	Enginering and Infrastructure Services	Vote3
	Management: Enginering & Infrstructure Services	
	Building Maintenance	
	Projects and Housing	
	Public Transport Regulation	
	Technical Support Services	
	District Management Area	
	Building Maintenance	
	Rural and Social Development Services	Vote4
	Social Development	
	Safe House	
	Rural Development	
	Management: Rural and Social Development	
	Office of the Municipal Manager	Vote5
	Office of the Municipal Manager	
	Soccer 2010	
	Internal Audit	
	Risk Management	
	Performance Management	
	IDP	
	Shared Service Centre	
	Financial Services	Vote6
	Management: Financial Services	
	Financial Management Grant	
	Budget and Financial Services	
	Income and Collection of Levies	
	Procurement	
	Expenditure	
	Fund Accoutn: Equipment	
	Leave Fund	

Corporate Services	Vote7
Admin Support Services	
Corporate Services	
Public Relations	
Human Resource Management	
Property Management	
Communication/ Telephone	
Transport Pool	
Information Technology	
Expenditure of the Council	
Sundry Expenditure of the Council	
Office of the Speaker	
Office of the Deputy Mayor	
Councillor Support	
Roads-Main/ Div. Direct	
Roads-Main/ Div. Indirect	
Management: Roads	
Roads: Workshop	
Roads: Plant	
OUT OF RANGE	
	Vote9

DC2 Cape Winelands - Contact Information

A. GENERAL INFORMATION

Municipality	**DC2 Cape Winelands**	Set name on 'Instructions' sheet
Grade		*1 Grade in terms of the Remuneration of Public Office Bearers Act.*
Province	**WC WESTERN CAPE**	
Web Address	www.capewinelands.go.za	
e-mail Address	admin@capewinelands.gov.za	

B. CONTACT INFORMATION

Postal address:	
P.O. Box	91
City / Town	Worcester
Postal Code	6849
Street address	
Building	Cape Winelands District Municipality
Street No. & Name	51 Trappes Street
City / Town	Worcester
Postal Code	6850
General Contacts	
Telephone number	0861 265 263
Fax number	023 3428442

C. POLITICAL LEADERSHIP

Speaker:		**Secretary/PA to the Speaker:**	
Name	Cllr. N.D. Hani	Name	Ms. R.S. Nalumango
Telephone number	0861 265 263	Telephone number	0861 265 263
Cell number	082 336 4651	Cell number	
Fax number	023 342 8442	Fax number	023 342 8442
E-mail address	admin@capewinelands.gov.za	E-mail address	admin@capewinelands.gov.za
Mayor/Executive Mayor:		**Secretary/PA to the Mayor/Executive Mayor:**	
Name	Alderman. C.J. Chaaban	Name	Ms. M. Appolis
Telephone number	0861 265 263	Telephone number	0861 265 263
Cell number	082 444 2333	Cell number	082 431 4704
Fax number	023 342 8442	Fax number	023 342 8442
E-mail address	admin@capewinelands.gov.za	E-mail address	admin@capewinelands.gov.za
Deputy Mayor/Executive Mayor:		**Secretary/PA to the Deputy Mayor/Executive Mayor:**	
Name	Alderman C.W. Johnson	Name	Ms. E. Bailey
Telephone number	023 348 2301	Telephone number	023 348 2301
Cell number	082 798 8694	Cell number	
Fax number	023 342 8442	Fax number	023 342 8442
E-mail address	admin@capewinelands.gov.za	E-mail address	admin@capewinelands.gov.za

D. MANAGEMENT LEADERSHIP

Municipal Manager:		**Secretary/PA to the Municipal Manager:**	
Name	M. Mgajo	Name	A. Smalberger
Telephone number	021 888 5130	Telephone number	021 888 5130
Cell number	082 411 0344	Cell number	082 7199 356
Fax number	021 887 3451	Fax number	021 887 3451
E-mail address		E-mail address	
Chief Financial Officer		**Secretary/PA to the Chief Financial Officer**	
Name	J. G. Marais	Name	C. Morris
Telephone number	021 888 5154	Telephone number	021 888 5154
Cell number	082 411 0344	Cell number	
Fax number	021 883 8871	Fax number	021 887 7207
E-mail address	gawie@capwinelands.gov.za	E-mail address	carmen@capewinelands.gov.za

Official responsible for submitting financial information	
Name	M.J. Lesch
Telephone number	021 888 5153
Cell number	082 963 3763
Fax number	021 887 8871
E-mail address	martinlesch@capewinelands.gov.za

DC2 Cape Winelands - Table A1 Budget Summary

Description	2007/8	2008/9	2009/10	Current Year 2010/11				2011/12 Medium Term Revenue & Expenditure Framework		
R thousands	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Financial Performance										
Property rates	882	1 000	415	–	435	181	–	–	–	–
Service charges	3 974	1 328	824	160	161	68	–	160	200	200
Investment revenue	38 130	45 642	30 557	28 000	25 200	27 117	–	25 000	20 000	20 000
Transfers recognised - operational	160 872	188 321	215 075	219 785	224 220	233 657	–	233 285	249 751	255 669
Other own revenue	75 066	91 273	95 202	103 072	135 568	101 796	–	137 635	154 632	163 279
Total Revenue (excluding capital transfers and contributions)	278 924	327 563	342 073	351 017	385 584	362 818	–	396 081	424 583	439 148
Employee costs	69 987	80 925	96 569	133 824	143 700	122 489	–	156 922	168 491	178 281
Remuneration of councillors	5 879	6 141	7 063	8 101	7 112	6 760	–	9 411	10 037	10 300
Depreciation & asset impairment	8 061	35 321	10 808	11 077	10 990	4 719	–	13 134	15 297	17 518
Finance charges	–	21	31	–	234	117	–	28	30	32
Materials and bulk purchases	–	–	–	–	–	–	–	–	–	–
Transfers and grants	–	–	–	–	–	–	–	–	–	–
Other expenditure	166 749	187 524	203 266	272 522	331 139	224 270	–	305 539	329 079	339 801
Total Expenditure	250 676	309 931	317 738	425 524	493 174	358 355	–	485 033	522 934	545 932
Surplus/(Deficit)	28 248	17 633	24 335	(74 507)	(107 590)	4 463	–	(88 952)	(98 352)	(106 784)
Transfers recognised - capital	–	–	–	–	–	–	–	–	–	–
Contributions recognised - capital & contributed assets	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions	28 248	17 633	24 335	(74 507)	(107 590)	4 463	–	(88 952)	(98 352)	(106 784)
Share of surplus/ (deficit) of associate	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) for the year	28 248	17 633	24 335	(74 507)	(107 590)	4 463	–	(88 952)	(98 352)	(106 784)
Capital expenditure & funds sources										
Capital expenditure	–	14 010	7 165	18 412	11 793	11 794	–	14 955	31 978	38 328
Transfers recognised - capital	–	869	159	1 172	2 882	2 882	–	1 660	17 455	19 239
Public contributions & donations	–	–	–	–	–	–	–	–	–	–
Borrowing	–	–	–	–	–	–	–	–	–	–
Internally generated funds	–	13 141	7 006	15 870	8 912	8 913	–	13 296	14 523	19 089
Total sources of capital funds	–	14 010	7 165	17 042	11 793	11 794	–	14 955	31 978	38 328
Financial position										
Total current assets	340 667	367 845	371 463	260 486	260 486	370 486	–	288 200	147 800	92 900
Total non current assets	164 577	172 796	175 765	194 626	188 253	188 254	–	203 209	233 687	169 971
Total current liabilities	49 572	34 038	44 249	29 000	29 000	29 000	–	29 500	26 000	21 000
Total non current liabilities	83 828	85 583	96 161	105 150	105 160	105 160	–	110 220	115 220	115 220
Community wealth/Equity	371 844	421 020	406 817	320 962	314 579	424 580	–	351 689	240 267	126 651
Cash flows										
Net cash from (used) operating	–	39 587	(3 252)	1 854	43 244	43 244	–	30 310	14 247	23 599
Net cash from (used) investing	–	(15 847)	(13 742)	(43 412)	(36 793)	(36 794)	(36 794)	(39 955)	(56 978)	(63 328)
Net cash from (used) financing	–	123	14 857	(168)	(168)	(168)	(168)	(206)	(215)	(214)
Cash/cash equivalents at the year end	327 524	351 388	349 251	307 526	355 534	355 533	312 289	339 400	296 454	256 511
Cash backing/surplus reconciliation										
Cash and investments available	327 524	351 388	349 251	256 861	256 861	366 861	–	285 200	144 500	90 000
Application of cash and investments	216 424	220 256	218 434	204 266	204 240	204 296	96 138	202 043	129 087	114 120
Balance - surplus (shortfall)	111 101	131 131	130 818	52 595	52 621	162 565	(96 138)	83 157	15 413	(24 120)
Asset management										
Asset register summary (WDV)	164 384	172 796	175 765	194 626	188 253	188 254	203 209	203 209	233 687	265 319
Depreciation & asset impairment	8 061	35 321	10 808	11 077	10 990	4 719	13 134	13 134	15 297	17 518
Renewal of Existing Assets	–	–	20	–	20	21	–	–	–	–
Repairs and Maintenance	#DIV/0!	#DIV/0!	#DIV/0!	62 057	89 272	61 170	81 015	81 015	88 353	95 638
Free services										
Cost of Free Basic Services provided	–	–	–	–	–	–	–	–	–	–
Revenue cost of free services provided	–	–	–	–	–	–	–	–	–	–
Households below minimum service level										
Water:	-	-	-	-	-	-	-	-	-	-
Sanitation/sewerage:	-	-	-	-	-	-	-	-	-	-
Energy:	-	-	-	-	-	-	-	-	-	-
Refuse:	-	-	-	-	-	-	-	-	-	-

DC2 Cape Winelands - Table A2 Budgeted Financial Performance (revenue and expenditure by standard classification)

Standard Classification Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Revenue - Standard										
Governance and administration		190 667	222 015	229 755	240 682	241 442	256 834	281 266	295 197	305 565
Executive and council		40 264	52 153	44 503	54 409	52 044	53 705	89 083	97 160	95 892
Budget and treasury office		144 165	162 664	180 620	184 772	186 218	199 004	190 568	196 443	208 079
Corporate services		6 238	7 198	4 631	1 502	3 179	4 125	1 615	1 594	1 594
Community and public safety		19 539	16 471	41 184	21 015	28 924	28 198	6 958	21 487	18 352
Community and social services		97	2 555	2 771	–	227	178	–	–	–
Sport and recreation		–	–	–	–	–	–	–	–	–
Public safety		4 012	1 655	1 682	1 553	1 553	1 485	1 462	200	200
Housing		12 574	8 076	34 563	19 462	26 985	26 453	5 496	21 287	18 152
Health		2 855	4 185	2 169	–	160	82	–	–	–
Economic and environmental services		68 637	88 411	70 633	89 269	115 159	77 720	107 807	107 849	115 182
Planning and development		4	5 009	2 017	2 961	962	964	18	–	–
Road transport		63 181	74 753	59 770	71 337	97 914	62 779	90 765	89 936	96 353
Environmental protection		5 452	8 649	8 847	14 970	16 284	13 977	17 024	17 913	18 829
Trading services		–	–	–	–	–	–	–	–	–
Electricity		–	–	–	–	–	–	–	–	–
Water		–	–	–	–	–	–	–	–	–
Waste water management		–	–	–	–	–	–	–	–	–
Waste management		–	–	–	–	–	–	–	–	–
Other	4	81	667	501	50	59	65	50	50	50
Total Revenue - Standard	2	278 924	327 563	342 073	351 017	385 584	362 818	396 081	424 583	439 148
Expenditure - Standard										
Governance and administration		86 288	128 551	99 908	120 518	119 746	89 237	120 972	124 638	129 567
Executive and council		34 084	34 916	37 086	46 724	39 476	30 470	38 439	40 903	42 402
Budget and treasury office		9 313	11 117	13 051	12 635	15 297	12 334	15 824	16 312	15 480
Corporate services		42 891	82 518	49 771	61 160	64 973	46 433	66 709	67 422	71 686
Community and public safety		85 124	85 358	124 939	129 802	144 029	114 349	149 856	175 929	177 539
Community and social services		2 832	7 140	11 920	17 278	22 114	11 558	22 560	20 815	22 180
Sport and recreation		–	–	–	–	–	–	–	–	–
Public safety		27 129	31 960	37 651	43 926	45 600	37 692	52 101	53 890	57 321
Housing		29 400	20 269	47 744	39 539	45 778	36 605	43 525	69 121	63 903
Health		25 762	25 989	27 624	29 059	30 538	28 494	31 670	32 104	34 135
Economic and environmental services		73 450	88 638	84 296	166 491	222 230	148 200	206 248	213 627	229 679
Planning and development		7 589	11 085	14 042	10 510	8 998	7 542	9 664	10 136	10 806
Road transport		59 951	68 886	59 151	137 847	194 707	125 327	173 265	184 167	198 187
Environmental protection		5 911	8 668	11 103	18 134	18 525	15 331	23 319	19 325	20 686
Trading services		–	–	–	–	–	–	–	–	–
Electricity		–	–	–	–	–	–	–	–	–
Water		–	–	–	–	–	–	–	–	–
Waste water management		–	–	–	–	–	–	–	–	–
Waste management		–	–	–	–	–	–	–	–	–
Other	4	5 814	7 384	8 595	8 712	7 169	6 569	7 957	8 740	9 146
Total Expenditure - Standard	3	250 676	309 931	317 738	425 524	493 174	358 355	485 033	522 934	545 932
Surplus/(Deficit) for the year		28 248	17 633	24 335	(74 507)	(107 590)	4 463	(88 952)	(98 352)	(106 784)

References

1. Government Finance Statistics Functions and Sub-functions are standardised to assist the compilation of national and international accounts for comparison purposes

2. Total Revenue by standard classification must reconcile to Total Operating Revenue shown in Budgeted Financial Performance (revenue and expenditure)

3. Total Expenditure by Standard Classification must reconcile to Total Operating Expenditure shown in Budgeted Financial Performance (revenue and expenditure)

4. All amounts must be classified under a standard classification (modified GFS). The GFS function 'Other' is only for Abbatoirs, Air Transport, Markets and Tourism - and if used must be supported by footnotes. Nothing else may be placed under 'Other'. Assign associate share to relevant classification

DC2 Cape Winelands - Table A2 Budgeted Financial Performance (revenue and expenditure by standard classification)

Standard Classification Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Revenue - Standard										
Municipal governance and administration		190 667	222 015	229 755	240 682	241 442	256 834	281 246	295 197	305 565
Executive and council		40 264	52 153	44 503	54 409	52 044	53 705	89 083	97 160	95 892
Mayor and Council		40 260	52 153	44 503	54 409	52 044	53 705	89 083	97 160	95 892
Municipal Manager		3	–	–	–	–	–	–	–	–
Budget and treasury office		144 165	162 664	180 620	184 772	186 218	199 004	190 568	196 443	208 079
Corporate services		6 238	7 198	4 631	1 502	3 179	4 125	1 615	1 594	1 594
Human Resources		704	1 350	496	1 087	1 087	580	1 155	1 102	1 102
Information Technology		1	–	3	–	200	83	–	–	–
Property Services		944	4 631	29	108	108	32	123	132	132
Other Admin		4 589	1 217	4 103	307	1 785	3 430	337	360	360
Community and public safety		19 539	16 471	41 184	21 015	28 924	28 198	6 958	21 487	18 352
Community and social services		97	2 555	2 771	–	227	178	–	–	–
Libraries and Archives		–	–	–	–	–	–	–	–	–
Museums & Art Galleries etc		–	–	–	–	–	–	–	–	–
Community halls and Facilities		–	–	–	–	–	–	–	–	–
Cemeteries & Crematoriums		–	–	–	–	–	–	–	–	–
Child Care		–	–	–	–	–	–	–	–	–
Aged Care		–	–	–	–	–	–	–	–	–
Other Community		94	4	–	–	–	–	–	–	–
Other Social		3	2 551	2 771	–	227	178	–	–	–
Sport and recreation		–	–	–	–	–	–	–	–	–
Public safety		4 012	1 655	1 682	1 553	1 553	1 485	1 462	200	200
Police		–	–	–	–	–	–	–	–	–
Fire		4 012	1 655	1 659	853	853	785	220	200	200
Civil Defence		–	–	–	–	–	–	–	–	–
Street Lighting		–	–	–	–	–	–	–	–	–
Other		–	–	22	700	700	700	1 242	–	–
Housing		12 574	8 076	34 563	19 462	26 985	26 453	5 496	21 287	18 152
Health		2 855	4 185	2 169	–	160	82	–	–	–
Clinics		2 008	259	317	–	–	–	–	–	–
Ambulance		–	–	–	–	–	–	–	–	–
Other		847	3 926	1 852	–	160	82	–	–	–
Economic and environmental services		68 637	88 411	70 633	89 269	115 159	77 720	107 807	107 849	115 182
Planning and development		4	5 009	2 017	2 961	962	964	18	–	–
Economic Development/Planning		4	5 009	2 017	2 961	962	964	18	–	–
Town Planning/Building enforcement		–	–	–	–	–	–	–	–	–
Licensing & Regulation		–	–	–	–	–	–	–	–	–
Road transport		63 181	74 753	59 770	71 337	97 914	62 779	90 765	89 936	96 353
Roads		63 181	74 753	59 770	71 337	97 914	62 779	90 765	89 936	96 353
Public Buses		–	–	–	–	–	–	–	–	–
Parking Garages		–	–	–	–	–	–	–	–	–
Vehicle Licensing and Testing		–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
Environmental protection		5 452	8 649	8 847	14 970	16 284	13 977	17 024	17 913	18 829
Pollution Control		–	–	–	–	–	–	–	–	–
Biodiversity & Landscape		–	–	–	–	–	–	–	–	–
Other		5 452	8 649	8 847	14 970	16 284	13 977	17 024	17 913	18 829
Trading services		–	–	–	–	–	–	–	–	–
Electricity		–	–	–	–	–	–	–	–	–
Electricity Distribution		–	–	–	–	–	–	–	–	–
Electricity Generation		–	–	–	–	–	–	–	–	–
Water		–	–	–	–	–	–	–	–	–
Water Distribution		–	–	–	–	–	–	–	–	–
Water Storage		–	–	–	–	–	–	–	–	–
Waste water management		–	–	–	–	–	–	–	–	–
Sewerage		–	–	–	–	–	–	–	–	–
Storm Water Management		–	–	–	–	–	–	–	–	–
Public Toilets		–	–	–	–	–	–	–	–	–
Waste management		–	–	–	–	–	–	–	–	–
Solid Waste		–	–	–	–	–	–	–	–	–
Other		81	667	501	50	59	65	50	50	50
Air Transport		–	–	–	–	–	–	–	–	–
Abattoirs		–	–	–	–	–	–	–	–	–
Tourism		81	667	501	50	59	65	50	50	50
Forestry		–	–	–	–	–	–	–	–	–
Markets		–	–	–	–	–	–	–	–	–
Total Revenue - Standard	2	278 924	327 563	342 073	351 017	385 584	362 818	396 081	424 583	439 148
Expenditure - Standard										
Municipal governance and administration		86 288	128 551	99 908	120 518	119 746	89 237	120 972	124 638	129 567
Executive and council		34 084	34 916	37 086	46 724	39 476	30 470	38 439	40 903	42 402
Mayor and Council		32 848	33 655	35 649	45 324	37 948	29 014	36 861	39 224	40 630
Municipal Manager		1 236	1 261	1 438	1 400	1 528	1 456	1 578	1 679	1 772
Budget and treasury office		9 313	11 117	13 051	12 635	15 297	12 334	15 824	16 312	15 480
Corporate services		42 891	82 518	49 771	61 160	64 973	46 433	66 709	67 422	71 686
Human Resources		5 469	6 530	7 154	11 346	11 718	6 548	11 981	10 904	11 120
Information Technology		2 323	2 745	3 512	4 017	5 320	3 740	6 651	7 029	7 479

Property Services		7 617	51 385	9 056	10 654	10 705	8 155	11 986	12 748	13 785
Other Admin		27 481	21 858	30 049	35 142	37 230	27 989	36 091	36 742	39 301
Community and public safety		85 124	85 358	124 939	129 802	144 029	114 349	148 436	174 529	177 539
Community and social services		2 832	7 140	11 920	17 278	22 114	11 558	22 560	20 815	22 180
Libraries and Archives		–	–	–	–	–	–	–	–	–
Museums & Art Galleries etc		–	–	–	–	–	–	–	–	–
Community halls and Facilities		–	–	–	–	–	–	–	–	–
Cemeteries & Crematoriums		–	–	–	–	–	–	–	–	–
Child Care		–	–	–	–	–	–	–	–	–
Aged Care		–	–	–	–	–	–	–	–	–
Other Community		94	0	–	–	–	–	–	–	–
Other Social		2 737	7 140	11 920	17 278	22 114	11 558	22 560	20 815	22 180
Sport and recreation		–	–	–	–	–	–	–	–	–
Public safety		27 129	31 960	37 651	43 926	45 600	37 692	52 101	53 890	57 321
Police		–	–	–	–	–	–	–	–	–
Fire		24 043	28 035	34 193	36 485	37 257	32 403	44 598	45 324	48 381
Civil Defence		–	–	–	–	–	–	–	–	–
Street Lighting		–	–	–	–	–	–	–	–	–
Other		3 087	3 925	3 458	7 441	8 343	5 288	7 504	8 565	8 940
Housing		29 400	20 269	47 744	39 539	45 778	36 605	43 525	69 121	63 903
Health		25 762	25 989	27 624	29 059	30 538	28 494	31 670	32 104	34 135
Clinics		2 008	240	83	–	–	130	–	–	–
Ambulance		–	–	–	–	–	–	–	–	–
Other		23 755	25 749	27 542	29 059	30 538	28 364	31 670	32 104	34 135
Economic and environmental services		73 450	88 638	84 296	166 491	222 230	148 200	208 468	213 627	229 679
Planning and development		7 589	11 085	14 042	10 510	8 998	7 542	9 664	10 136	10 806
Economic Development/Planning		7 589	11 085	14 042	10 510	8 998	7 542	9 664	10 136	10 806
Town Planning/Building enforcement		–	–	–	–	–	–	–	–	–
Licensing & Regulation		–	–	–	–	–	–	–	–	–
Road transport		59 951	68 886	59 151	137 847	194 707	125 327	173 265	184 167	198 187
Roads		59 951	68 886	59 151	137 847	194 707	125 327	173 265	184 167	198 187
Public Buses		–	–	–	–	–	–	–	–	–
Parking Garages		–	–	–	–	–	–	–	–	–
Vehicle Licensing and Testing		–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
Environmental protection		5 911	8 668	11 103	18 134	18 525	15 331	23 319	19 325	20 686
Pollution Control		–	–	–	–	–	–	–	–	–
Biodiversity & Landscape		–	–	–	–	–	–	–	–	–
Other		5 911	8 668	11 103	18 134	18 525	15 331	23 319	19 325	20 686
Trading services		–	–	–	–	–	–	–	–	–
Electricity		–	–	–	–	–	–	–	–	–
Electricity Distribution		–	–	–	–	–	–	–	–	–
Electricity Generation		–	–	–	–	–	–	–	–	–
Water		–	–	–	–	–	–	–	–	–
Water Distribution		–	–	–	–	–	–	–	–	–
Water Storage		–	–	–	–	–	–	–	–	–
Waste water management		–	–	–	–	–	–	–	–	–
Sewerage		–	–	–	–	–	–	–	–	–
Storm Water Management		–	–	–	–	–	–	–	–	–
Public Toilets		–	–	–	–	–	–	–	–	–
Waste management		–	–	–	–	–	–	–	–	–
Solid Waste		–	–	–	–	–	–	–	–	–
Other		5 814	7 384	8 595	8 712	7 169	6 569	7 957	8 740	9 146
Air Transport		–	–	–	–	–	–	–	–	–
Abattoirs		–	–	–	–	–	–	–	–	–
Tourism		5 814	7 384	8 595	8 712	7 169	6 569	7 957	8 740	9 146
Forestry		–	–	–	–	–	–	–	–	–
Markets		–	–	–	–	–	–	–	–	–
Total Expenditure - Standard	3	250 676	309 931	317 738	425 524	493 174	358 355	569 604	522 934	545 932
Surplus/(Deficit) for the year		28 248	17 633	24 335	(74 507)	(107 590)	4 463	(173 523)	(98 352)	(106 784)

References

1. Government Finance Statistics Functions and Sub-functions are standardised to assist national and international accounts and comparison

2. Total Revenue by Standard Classification must reconcile to total operating revenue shown in Financial Performance (revenue and expenditure)

3. Total Expenditure by Standard Classification must reconcile to total operating expenditure shown in Financial Performance (revenue and expenditure)

4. All amounts must be classified under a Standard (modified GFS) classification. The GFS function 'Other' is only for Abbatoirs, Air Transport, Markets and Tourism - and if used must be supported by footnotes. Nothing else may be placed under 'Other'. Assign associate share to relevant classification

check oprev balance	*-0*	*-0*	*-0*	*-*	*-*	*-*	*-*	*-*	*-*
check opexp balance	*-0*	*-0*	*-0*	*-*	*-*	*-*	*84 571 013*	*-*	*-*

DC2 Cape Winelands - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)

Vote Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Revenue by Vote	1									
Regional Development and Planning Services		5 537	14 125	11 025	17 982	17 304	14 997	17 092	17 963	18 879
Community and Developmental Services		4 954	5 585	3 534	1 553	1 713	1 567	1 462	200	200
Enginering and Infrastructure Services		13 658	15 130	35 413	28 784	34 987	29 672	15 291	22 918	18 915
Rural and Social Development Services		3	2 551	2 771	–	227	178	–	–	–
Office of the Municipal Manager		1 020	1 150	3 432	–	1 468	2 995	–	–	–
Financial Services		144 165	162 664	180 620	184 772	186 218	199 004	190 568	196 443	208 079
Corporate Services		40 044	58 296	45 892	55 869	53 714	54 765	90 653	98 706	97 438
Roads Agency		65 169	67 804	59 070	62 057	89 954	59 641	81 015	88 353	95 638
COMPREHENSIVE HEALTH SERVICE		2 366	–	–	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		2 008	259	317	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
0		–	–	–	–	–	–	–	–	–
0		–	–	–	–	–	–	–	–	–
0		–	–	–	–	–	–	–	–	–
0		–	–	–	–	–	–	–	–	–
Total Revenue by Vote	2	278 924	327 563	342 073	351 017	385 584	362 818	396 081	424 583	439 148
Expenditure by Vote *to be appropriated*	1									
Regional Development and Planning Services		19 314	25 706	28 684	37 039	34 339	29 134	40 590	38 201	40 639
Community and Developmental Services		51 363	59 345	67 120	74 791	77 704	67 389	85 596	87 565	93 123
Enginering and Infrastructure Services		36 562	39 198	59 482	58 540	60 526	48 150	64 762	87 728	82 888
Rural and Social Development Services		2 737	7 140	11 920	17 278	22 114	11 558	22 560	20 815	22 180
Office of the Municipal Manager		7 843	8 232	15 509	9 725	10 597	9 251	8 264	8 472	8 905
Financial Services		9 313	11 117	13 051	12 635	15 297	12 334	15 824	16 312	15 480
Corporate Services		63 349	100 981	70 231	91 855	87 762	63 412	91 407	93 736	98 442
Roads Agency		55 867	57 972	51 660	123 661	184 834	116 997	156 030	170 105	184 276
COMPREHENSIVE HEALTH SERVICE		2 320	–	–	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		2 008	240	83	–	–	130	–	–	–
		–	–	–	–	–	–	–	–	–
0		–	–	–	–	–	–	–	–	–
0		–	–	–	–	–	–	–	–	–
0		–	–	–	–	–	–	–	–	–
0		–	–	–	–	–	–	–	–	–
Total Expenditure by Vote	2	250 676	309 931	317 738	425 524	493 174	358 355	485 033	522 934	545 932
Surplus/(Deficit) for the year	2	28 248	17 633	24 335	(74 507)	(107 590)	4 463	(88 952)	(98 352)	(106 784)

References

1. Insert 'Vote'; e.g. department, if different to standard classification structure

2. Must reconcile to Budgeted Financial Performance (revenue and expenditure)

3. Assign share in 'associate' to relevant Vote

DC2 Cape Winelands - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Revenue by Vote	1									
Regional Development and Planning Services		5 537	14 125	11 025	17 982	17 304	14 997	17 092	17 963	18 879
Management: Regional Development and Planning Services		–	–	–	–	–	–	–	–	–
Economic Development		1	3 549	1 677	2 945	945	945	–	–	–
Tourism		81	667	501	50	59	65	50	50	50
Planning Services		3	1 260	1	16	16	9	18	–	–
Environmental Planning		–	–	506	616	3 817	3 126	1 323	1 416	1 500
Academy of Learning		–	–	–	–	–	–	–	–	–
Working for Water (DWAF)		892	4 123	5 521	8 507	6 554	8 280	15 701	16 498	17 329
Working for Water (TCTA)		95	–	2 820	5 848	5 912	2 571	–	–	–
Community and Developmental Services		4 954	5 585	3 534	1 553	1 713	1 567	1 462	200	200
Management: Community and Developmental Services		–	–	–	–	–	–	–	–	–
Municipal Health Services		847	3 926	1 852	–	160	82	–	–	–
Disaster Management		–	–	22	700	700	700	1 242	–	–
Fire Services		4 012	1 655	1 659	853	853	785	220	200	200
Sale of Milk		–	–	–	–	–	–	–	–	–
Bus Accident Fund		94	4	–	–	–	–	–	–	–
Enginering and Infrastructure Services		13 658	15 130	35 413	28 784	34 987	29 672	15 291	22 918	18 915
Management: Enginering & Infrstructure Services		1	–	–	–	–	–	–	–	–
Building Maintenance		78	105	150	42	42	81	45	48	48
Projects and Housing		10 848	6 826	34 108	19 461	26 982	26 449	5 495	21 285	18 150
Public Transport Regulation		1 006	6 949	700	9 280	7 960	3 138	9 750	1 583	715
Technical Support Services		2	2	2	1	2	4	1	2	2
District Management Area		1 723	1 249	453	–	–	–	–	–	–
Building Maintenance		–	–	–	–	–	–	–	–	–
Rural and Social Development Services		3	2 551	2 771	–	227	178	–	–	–
Social Development		3	2 551	2 771	–	227	178	–	–	–
Safe House		–	–	–	–	–	–	–	–	–
Rural Development		–	–	–	–	–	–	–	–	–
Management: Rural and Social Development		–	–	–	–	–	–	–	–	–
Office of the Municipal Manager		1 020	1 150	3 432	–	1 468	2 995	–	–	–
Office of the Municipal Manager		3	–	–	–	–	–	–	–	–
Soccer 2010		–	200	339	–	1	10	–	–	–
Internal Audit		–	–	–	–	–	–	–	–	–
Risk Management		–	–	–	–	–	–	–	–	–
Performance Management		1	100	699	–	74	114	–	–	–
IDP		15	9	1 793	–	1 394	2 871	–	–	–
Shared Service Centre		1 000	841	600	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
Financial Services		144 165	162 664	180 620	184 772	186 218	199 004	190 568	196 443	208 079
Management: Financial Services		172	59	106	89	89	1	98	104	104
Financial Management Grant		627	1 047	1 628	1 000	2 673	2 673	1 250	1 250	1 250
Budget and Financial Services		2	–	715	750	51	21	790	1 000	1 000
Income and Collection of Levies		143 253	161 434	177 990	182 797	182 799	195 943	188 284	193 932	205 568
Procurement		79	86	138	96	566	317	102	109	109
Expenditure		33	38	42	41	41	47	45	48	48
Fund Accoutn: Equipment		–	–	–	–	–	–	–	–	–
Leave Fund		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
Corporate Services		40 044	58 296	45 892	55 869	53 714	54 765	90 653	98 706	97 438
Admin Support Services		–	–	–	–	–	–	–	–	–
Corporate Services		–	–	–	–	–	–	–	–	–
Public Relations		–	–	500	–	10	5	–	–	–
Human Resource Management		704	1 350	496	1 087	1 087	580	1 155	1 102	1 102
Property Management		944	4 631	29	108	108	32	123	132	132
Communication/ Telephone		175	140	360	265	265	359	292	312	312
Transport Pool		626	15	–	–	–	–	–	–	–
Information Technology		1	–	3	–	200	83	–	–	–
Expenditure of the Council		8	–	–	–	–	–	–	–	–
Sundry Expenditure of the Council		37 076	51 505	43 812	54 385	52 020	53 681	89 083	97 160	95 892
Office of the Mayor		182	570	692	–	–	–	–	–	–
Office of the Speaker		1	77	–	24	24	24	–	–	–
Office of the Deputy Mayor		328	7	–	–	–	–	–	–	–
Councillor Support		–	–	–	–	–	–	–	–	–

DC2 Cape Winelands - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Roads Agency		65 169	67 804	59 070	62 057	89 954	59 641	81 015	88 353	95 638
Roads-Main/ Div. Direct		65 168	64 388	53 514	62 057	89 272	59 375	81 015	88 353	95 638
Roads-Main/ Div. Indirect		0	52	1 627	–	563	147	–	–	–
Management: Roads		–	–	–	–	–	–	–	–	–
Roads: Workshop		(0)	3 363	3 750	–	119	119	–	–	–
Roads: Plant		–	–	179	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		2 366	–	–	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		2 366	–	–	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		2 008	259	317	–	–	–	–	–	–
		647	–	–	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		1 361	259	317	–	–	–	–	–	–

DC2 Cape Winelands - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Total Revenue by Vote	2	278 924	327 563	342 073	351 017	385 584	362 818	396 081	424 583	439 148
Expenditure by Vote	1									
Regional Development and Planning Services		19 314	25 706	28 684	37 039	34 339	29 134	40 590	38 201	40 639
Management: Regional Development and Planning Services		1 633	1 209	1 350	1 469	1 530	1 375	1 575	1 689	1 799
Economic Development		4 514	5 747	6 057	7 717	5 828	5 097	6 625	6 881	7 353
Tourism		5 814	7 384	8 595	8 712	7 169	6 569	7 957	8 740	9 146
Planning Services		1 406	2 664	1 584	1 007	1 286	762	1 465	1 567	1 654
Environmental Planning		–	–	2 414	3 800	6 238	4 938	7 293	2 854	3 386
Academy of Learning		35	35	(4)	–	–	–	–	–	–
Working for Water (DWAF)		1 235	1 018	5 644	8 486	6 375	4 847	15 676	16 471	17 300
Working for Water		2 518	2 542	–	–	–	–	–	–	–
Working for Water		1 934	1 998	14	–	–	–	–	–	–
Working for Water (TCTA)		224	3 109	3 031	5 848	5 912	5 547	–	–	–
Community and Developmental Services		51 363	59 345	67 120	74 791	77 704	67 389	85 596	87 565	93 123
Management: Community and Developmental Services		384	1 636	1 927	1 807	1 567	1 333	1 475	1 571	1 667
Municipal Health Services		23 755	25 749	27 542	29 059	30 538	28 364	32 020	32 104	34 135
Disaster Management		3 087	3 925	3 458	7 441	8 343	5 288	7 504	8 565	8 940
Fire Services		24 043	28 035	34 193	36 485	37 257	32 403	44 598	45 324	48 381
Bus Accident Fund		94	0	–	–	–	–	–	–	–
Enginering and Infrastructure Services		36 562	39 198	59 482	58 540	60 526	48 150	64 762	87 728	82 888
Management: Enginering & Infrstructure Services		1 245	1 199	1 254	1 251	1 549	1 367	1 517	1 648	1 764
Building Maintenance		3 078	8 015	4 247	4 815	4 875	3 215	4 002	4 546	5 074
Projects and Housing		26 590	16 995	45 492	37 382	43 176	34 294	41 003	66 177	60 770
Public Transport Regulation		4 084	10 914	7 491	14 186	9 873	8 330	17 235	14 061	13 911
Technical Support Services		824	790	863	907	1 053	943	1 006	1 296	1 369
District Management Area		740	1 285	135	–	–	1	–	–	–
Building Maintenance		–	–	–	–	–	–	–	–	–
Rural and Social Development Services		2 737	7 140	11 920	17 278	22 114	11 558	22 560	20 815	22 180
Social Development		2 228	6 070	9 125	11 401	15 663	7 836	16 568	14 605	15 385
Safe House		509	669	1 103	364	560	458	820	868	929
Rural Development		–	338	275	3 799	4 135	1 791	3 294	3 258	3 613
Management: Rural and Social Development		–	63	1 417	1 714	1 756	1 474	1 879	2 085	2 254
Office of the Municipal Manager		7 843	8 232	15 509	9 725	10 597	9 251	8 264	8 472	8 905
Office of the Municipal Manager		1 236	1 261	1 438	1 400	1 528	1 456	1 578	1 679	1 772
Soccer 2010		–	1 430	5 056	318	353	309	–	–	–
Internal Audit		1 536	1 698	1 896	2 240	2 415	2 144	2 399	2 345	2 489
Risk Management		–	6	474	611	682	550	633	670	715
Performance Management		836	1 193	1 698	1 371	430	366	950	1 095	1 146
IDP		2 130	1 552	3 350	2 350	4 194	3 554	2 704	2 682	2 783
Shared Service Centre		2 106	1 093	1 596	1 434	996	871	–	–	–
Financial Services		9 313	11 117	13 051	12 635	15 297	12 334	15 824	16 312	15 480
Management: Financial Services		1 135	1 207	1 371	2 007	2 091	1 575	2 185	2 339	2 488
Financial Management Grant		615	1 052	1 353	969	2 642	1 173	1 073	1 098	1 099
Budget and Financial Services		1 891	1 897	2 487	2 088	2 043	1 811	2 995	3 357	2 387
Income and Collection of Levies		2 294	2 090	1 375	1 552	631	710	1 361	1 422	1 485
Procurement		1 010	2 366	3 860	3 742	5 104	4 267	5 222	5 449	5 300
Expenditure		2 368	2 504	2 605	2 276	2 786	2 535	2 988	2 647	2 721
Leave Fund		–	–	–	–	–	–	–	–	–
Corporate Services		63 349	100 981	70 231	91 855	87 762	63 412	91 407	93 736	98 442
Admin Support Services		5 134	5 317	6 634	6 393	7 571	5 787	7 947	8 232	8 849
Corporate Services		1 972	1 162	320	1 404	1 300	924	1 643	1 751	1 873
Public Relations		1 308	1 502	2 205	2 594	3 366	3 205	3 437	2 227	2 313
Human Resource Management		5 469	6 530	7 154	11 346	11 718	6 548	11 981	10 904	11 120
Property Management		7 617	51 385	9 056	10 654	10 705	8 155	11 986	12 748	13 785
Communication/ Telephone		3 111	3 440	3 643	3 811	3 519	3 375	3 883	4 124	4 380
Transport Pool		2 935	(3 925)	2 837	6 442	6 442	2 716	6 828	7 291	7 788
Information Technology		2 323	2 745	3 512	4 017	5 320	3 740	6 651	7 029	7 479
Expenditure of the Council		6 006	6 038	8 030	7 755	7 228	6 197	8 908	9 482	9 732
Sundry Expenditure of the Council		22 805	20 164	20 011	28 634	22 139	16 973	19 307	20 606	21 551
Office of the Mayor		3 117	4 846	4 776	4 380	4 848	2 912	4 320	4 489	4 463
Office of the Speaker		536	971	905	1 423	1 066	788	1 407	1 514	1 566
Office of the Deputy Mayor		1 016	805	1 148	1 676	1 440	1 281	1 666	1 778	1 890
Councillor Support		–	–	–	1 325	1 101	810	1 443	1 562	1 652

DC2 Cape Winelands - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Roads Agency		55 867	57 972	51 660	123 661	184 834	116 997	156 030	170 105	184 276
Roads-Main/ Div. Direct		55 867	57 971	51 659	62 057	89 272	61 170	81 015	88 353	95 638
Roads-Main/ Div. Indirect		0	0	0	41 809	75 495	38 337	53 198	58 289	63 552
Management: Roads		–	(0)	(0)	4 231	4 561	4 160	4 714	5 044	5 397
Roads: Workshop		0	(0)	(0)	5 047	4 949	4 196	5 577	5 960	6 369
Roads: Plant		(0)	0	0	10 517	10 557	9 134	11 527	12 460	13 319
COMPREHENSIVE HEALTH SERVICE		2 320	–	–	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		2 320	–	–	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		2 008	240	83	–	–	130	–	–	–
COMPREHENSIVE HEALTH SERVICE		–	–	9	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		647	(6)	2	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		1 361	246	71	–	–	130	–	–	–
		–	–	–	–	–	–	–	–	–
Total Expenditure by Vote	2	250 676	309 931	317 738	425 524	493 174	358 355	485 033	522 934	545 932
Surplus/(Deficit) for the year	2	28 248	17 633	24 335	(74 507)	(107 590)	4 463	(88 952)	(98 352)	(106 784)

References

1. Insert 'Vote'; e.g. Department, if different to standard structure

2. Must reconcile to Financial Performance ('Revenue and Expenditure by Standard Classification' and 'Revenue and Expenditure')

3. Assign share in 'associate' to relevant Vote

check revenue	-0	-0	-0	-	-	-	-	-	-
check expenditure	-0	-0	-0	-	-	-	-	-	-

DC2 Cape Winelands - Table A4 Budgeted Financial Performance (revenue and expenditure)

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11				2011/12 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Revenue By Source											
Property rates	2	825	927	396	–	435	181	–	–	–	–
Property rates - penalties & collection charges		58	73	20	–	–	–	–	–	–	–
Service charges - electricity revenue	2	–	–	–	–	–	–	–	–	–	–
Service charges - water revenue	2	–	–	–	–	–	–	–	–	–	–
Service charges - sanitation revenue	2	–	–	–	–	–	–	–	–	–	–
Service charges - refuse revenue	2	–	–	–	–	–	–	–	–	–	–
Service charges - other		3 974	1 328	824	160	161	68	–	160	200	200
Rental of facilities and equipment		74	105	105	148	148	111	–	167	178	178
Interest earned - external investments		38 130	45 642	30 557	28 000	25 200	27 117	–	25 000	20 000	20 000
Interest earned - outstanding debtors		–	5	33	9	9	3	–	–	–	–
Dividends received		–	–	–	–	–	–	–	–	–	–
Fines		–	–	–	–	–	–	–	–	–	–
Licences and permits		–	–	–	–	–	–	–	–	–	–
Agency services		65 221	67 265	53 728	62 312	91 561	61 704	–	81 015	88 353	95 638
Transfers recognised - operational		160 872	188 321	215 075	219 785	224 220	233 657	–	233 285	249 751	255 669
Other revenue	2	8 440	23 899	41 300	40 603	43 840	39 970	–	56 454	66 101	67 463
Gains on disposal of PPE		1 331	–	36	–	10	7	–	–	–	–
Total Revenue (excluding capital transfers and contributions)		278 924	327 563	342 073	351 017	385 584	362 818	–	396 081	424 583	439 148
Expenditure By Type											
Employee related costs	2	69 987	80 925	96 569	133 824	143 700	122 489	–	156 922	168 491	178 281
Remuneration of councillors		5 879	6 141	7 063	8 101	7 112	6 760	–	9 411	10 037	10 300
Debt impairment	3	1 474	–	279	443	443	258	–	470	497	525
Depreciation & asset impairment	2	8 061	35 321	10 808	11 077	10 990	4 719	–	13 134	15 297	17 518
Finance charges		–	21	31	–	234	117	–	28	30	32
Bulk purchases	2	–	–	–	–	–	–	–	–	–	–
Other materials	8	–	–	–	–	–	–	–	–	–	–
Contracted services		–	–	–	–	–	–	–	–	–	–
Transfers and grants											
Other expenditure	4, 5	165 276	187 524	202 987	272 079	330 692	224 005	–	305 067	328 579	339 274
Loss on disposal of PPE		–	–	–	–	3	7	–	2	2	2
Total Expenditure		250 676	309 931	317 738	425 524	493 174	358 355	–	485 033	522 934	545 932
Surplus/(Deficit)		28 248	17 633	24 335	(74 507)	(107 590)	4 463	–	(88 952)	(98 352)	(106 784)
Transfers recognised - capital		–	–	–	–	–	–	–	–	–	–
Contributions recognised - capital	6	–	–	–	–	–	–	–	–	–	–
Contributed assets		–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions		28 248	17 633	24 335	(74 507)	(107 590)	4 463	–	(88 952)	(98 352)	(106 784)
Taxation		–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after taxation		28 248	17 633	24 335	(74 507)	(107 590)	4 463	–	(88 952)	(98 352)	(106 784)
Attributable to minorities		–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) attributable to municipality		28 248	17 633	24 335	(74 507)	(107 590)	4 463	–	(88 952)	(98 352)	(106 784)
Share of surplus/ (deficit) of associate	7										
Surplus/(Deficit) for the year		28 248	17 633	24 335	(74 507)	(107 590)	4 463	–	(88 952)	(98 352)	(106 784)

References

1. Classifications are revenue sources and expenditure type

2. Detail to be provided in Table SA1

3. Previously described as 'bad or doubtful debts' - amounts shown should reflect the change in the provision for debt impairmen

4. Expenditure type components previously shown under repairs and maintenance should be allocated back to the originating expenditure group/item; e.g. employee cost

5. Repairs & maintenance detailed in Table A9 and Table SA34c

6. Contributions are funds provided by external organisations to assist with infrastructure development; e.g. developer contributions (detail to be provided in Table SA1,

7. Equity method

DC2 Cape Winelands - Table A5 Budgeted Capital Expenditure by vote, standard classification and funding

Vote Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11				2011/12 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Capital expenditure - Vote											
Multi-year expenditure *to be appropriated*	2										
Regional Development and Planning Services		–	–	–	–	–	–	–	–	–	–
Community and Developmental Services		–	–	–	–	–	–	–	–	–	–
Enginering and Infrastructure Services		–	–	–	–	–	–	–	–	–	–
Rural and Social Development Services		–	–	–	–	–	–	–	–	–	–
Office of the Municipal Manager		–	–	–	–	–	–	–	–	–	–
Financial Services		–	–	–	–	–	–	–	–	–	–
Corporate Services		–	–	–	–	–	–	–	–	–	–
Roads Agency		–	–	–	–	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		–	–	–	–	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
0		–	–	–	–	–	–	–	–	–	–
0		–	–	–	–	–	–	–	–	–	–
0		–	–	–	–	–	–	–	–	–	–
0		–	–	–	–	–	–	–	–	–	–
Capital multi-year expenditure sub-total	7	–	–	–	–	–	–	–	–	–	–
Single-year expenditure *to be appropriated*	2										
Regional Development and Planning Services		–	327	18	5 048	50	50	50	1 139	1 771	1 923
Community and Developmental Services		–	5 175	4 505	2 674	2 627	2 627	2 627	5 167	6 001	5 621
Enginering and Infrastructure Services		–	2 372	457	8 666	6 473	6 473	6 473	5 574	22 675	29 666
Rural and Social Development Services		–	78	–	20	20	20	20	146	–	–
Office of the Municipal Manager		–	78	4	–	40	40	40	–	–	–
Financial Services		–	640	0	40	40	40	40	3	–	–
Corporate Services		–	5 198	2 032	1 964	2 078	2 078	2 078	2 357	1 120	605
Roads Agency		–	142	149	–	465	465	465	570	411	514
COMPREHENSIVE HEALTH SERVICE		–	–	–	–	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
0		–	–	–	–	–	–	–	–	–	–
0		–	–	–	–	–	–	–	–	–	–
0		–	–	–	–	–	–	–	–	–	–
0		–	–	–	–	–	–	–	–	–	–
Capital single-year expenditure sub-total		–	14 010	7 165	18 412	11 793	11 794	11 794	14 955	31 978	38 328
Total Capital Expenditure - Vote		–	14 010	7 165	18 412	11 793	11 794	11 794	14 955	31 978	38 328
Capital Expenditure - Standard											
Governance and administration		–	6 623	2 036	3 215	4 312	4 312	–	5 285	3 395	3 175
Executive and council		–	110	42	4	3	3	–	45	27	28
Budget and treasury office		–	700	0	40	40	40	–	3	–	–
Corporate services		–	5 813	1 994	3 171	4 269	4 269	–	5 237	3 368	3 147
Community and public safety		–	5 253	4 505	2 694	2 647	2 648	–	5 313	6 001	5 621
Community and social services		–	78	–	20	20	20	–	146	–	–
Sport and recreation		–	–	–	–	–	–	–	–	–	–
Public safety		–	4 942	4 492	2 472	2 430	2 431	–	5 017	6 001	5 621
Housing		–	–	–	–	–	–	–	–	–	–
Health		–	232	13	202	196	196	–	150	1	–
Economic and environmental services		–	2 134	624	12 503	4 832	4 832	–	4 344	22 482	29 433
Planning and development		–	1 978	457	12 474	4 343	4 343	–	3 465	22 027	28 861
Road transport		–	156	167	29	489	489	–	574	411	514
Environmental protection		–	–	–	–	–	–	–	305	44	57
Trading services		–	–	–	–	–	–	–	–	–	–
Electricity		–	–	–	–	–	–	–	–	–	–
Water		–	–	–	–	–	–	–	–	–	–
Waste water management		–	–	–	–	–	–	–	–	–	–
Waste management		–	–	–	–	–	–	–	–	–	–
Other		–	–	–	–	2	2	–	14	100	100
Total Capital Expenditure - Standard	3	–	14 010	7 165	18 412	11 793	11 794	–	14 955	31 978	38 328
Funded by:											
National Government		–	869	159	1 172	2 882	2 882	–	1 660	17 455	19 239
Provincial Government		–	–	–	–	–	–	–	–	–	–
District Municipality		–	–	–	–	–	–	–	–	–	–
Other transfers and grants		–	–	–	–	–	–	–	–	–	–
Transfers recognised - capital	4	–	869	159	1 172	2 882	2 882	–	1 660	17 455	19 239
Public contributions & donations	5	–	–	–	–	–	–	–	–	–	–
Borrowing	6	–	–	–	–	–	–	–	–	–	–
Internally generated funds		–	13 141	7 006	15 870	8 912	8 913	–	13 296	14 523	19 089
Total Capital Funding	7	–	14 010	7 165	17 042	11 793	11 794	–	14 955	31 978	38 328
check balance		-	*-14 009 883.9*	-7 164 989.0	-17 041 544.0	-11 793 176.0	-11 794 025.8	-	-14 955 252.0	-31 977 783.0	-38 328 460.0

References

1. Municipalities may choose to appropriate for capital expenditure for three years or for one year (if one year appropriation projected expenditure required for yr2 and yr3).

2. Include capital component of PPP unitary payment. Note that capital transfers are only appropriated to municipalities for the budget year

3. Capital expenditure by standard classification must reconcile to the appropriations by vote

4. Must reconcile to supporting table SA20 and to Budgeted Financial Performance (revenue and expenditure)

5. Must reconcile to Budgeted Financial Performance (revenue and expenditure)

6. Include finance leases and PPP capital funding component of unitary payment - total borrowing/repayments to reconcile to changes in Table SA17

7. Total Capital Funding must balance with Total Capital Expenditure

8. Include any capitalised interest (MFMA section 46) as part of relevant capital budget

DC2 Cape Winelands - Table A5 Budgeted Capital Expenditure by vote, standard classification and fundin(

Vote Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11				2011/12 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Capital expenditure - Municipal Vote											
Multi-year expenditure appropriation	2										
0											
0											
Capital multi-year expenditure sub-total		–	–	–	–	–	–	–	–	–	–
Capital expenditure - Municipal Vote											
Single-year expenditure appropriation	2										
Regional Development and Planning Services		–	327	18	5 048	50	50	50	1 139	1 771	1 923
Management: Regional Development and Planning Services		–	163	–	–	–	–	–	–	–	–
Economic Development		–	3	8	5 000	–	–	–	216	1 092	1 129
Tourism		–	–	–	–	2	2	2	14	100	100
Planning Services		–	86	10	–	–	–	–	–	–	–
Environmental Planning		–	75	–	48	48	48	48	604	535	636
Academy of Learning		–	–	–	–	–	–	–	–	–	–
Working for Water (DWAF)		–	–	–	–	–	–	–	305	44	57
Working for Water (TCTA)		–	–	–	–	–	–	–	–	–	–
Community and Developmental Services		–	5 175	4 505	2 674	2 627	2 627	2 627	5 167	6 001	5 621
Management: Community and Developmental Services		–	51	13	5	5	5	5	51	–	–
Municipal Health Services		–	181	–	196	191	191	191	99	1	–
Disaster Management		–	458	1 066	790	834	834	834	929	490	–
Fire Services		–	4 484	3 426	1 682	1 596	1 597	1 597	4 089	5 511	5 621
Sale of Milk		–	–	–	–	–	–	–	–	–	–
Bus Accident Fund		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
Enginering and Infrastructure Services		–	2 372	457	8 666	6 473	6 473	6 473	5 574	22 675	29 666
Management: Enginering & Infrstructure Services		–	51	–	–	–	–	–	–	–	–
Building Maintenance		–	707	–	1 211	2 154	2 154	2 154	2 925	2 275	2 570
Projects and Housing		–	1 577	9	7 426	4 295	4 295	4 295	2 645	20 400	27 096
Public Transport Regulation		–	14	17	29	24	24	24	5	–	–
Technical Support Services		–	23	430	–	–	–	–	–	–	–
District Management Area		–	–	–	–	–	–	–	–	–	–
Building Maintenance		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
Rural and Social Development Services		–	78	–	20	20	20	20	146	–	–
Social Development		–	64	–	20	20	20	20	146	–	–
Safe House		–	–	–	–	–	–	–	–	–	–
Rural Development		–	–	–	–	–	–	–	–	–	–
Management: Rural and Social Development		–	14	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
Office of the Municipal Manager		–	78	4	–	40	40	40	–	–	–
Office of the Municipal Manager		–	–	–	–	–	–	–	–	–	–
Soccer 2010		–	–	–	–	–	–	–	–	–	–
Internal Audit		–	30	–	–	–	–	–	–	–	–
Risk Management		–	30	–	–	–	–	–	–	–	–
Performance Management		–	18	4	–	40	40	40	–	–	–
IDP		–	–	–	–	–	–	–	–	–	–
Shared Service Centre		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
Financial Services		–	640	0	40	40	40	40	3	–	–
Management: Financial Services		–	150	–	–	–	–	–	–	–	–
Financial Management Grant		–	–	–	–	–	–	–	–	–	–
Budget and Financial Services		–	316	–	5	5	5	5	–	–	–
Income and Collection of Levies		–	–	–	–	–	–	–	–	–	–
Procurement		–	174	0	25	25	25	25	–	–	–
Expenditure		–	–	–	10	10	10	10	3	–	–
Fund Accoutn: Equipment		–	–	–	–	–	–	–	–	–	–
Leave Fund		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
Corporate Services		–	5 198	2 032	1 964	2 078	2 078	2 078	2 357	1 120	605
Admin Support Services		–	1 647	1 235	485	401	401	401	720	1 004	563
Corporate Services		–	–	–	–	–	–	–	–	–	–
Public Relations		–	9	5	86	86	86	86	–	67	–
Human Resource Management		–	–	44	11	–	–	–	7	2	–
Property Management		–	734	9	25	22	22	22	21	8	14
Communication/ Telephone		–	–	–	–	–	–	–	41	27	28
Transport Pool		–	–	–	–	–	–	–	–	–	–
Information Technology		–	2 698	696	1 353	1 566	1 566	1 566	1 564	12	–

Expenditure of the Council		–	–	–	–	–	–	–	–	–	–
Sundry Expenditure of the Council		–	105	35	1	1	1	1	–	–	–
Office of the Mayor		–	5	8	3	2	2	2	4	–	–
Office of the Speaker		–	–	–	–	–	–	–	–	–	–
Office of the Deputy Mayor		–	–	–	–	–	–	–	–	–	–
Councillor Support		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
Roads Agency		–	142	149	–	465	465	465	570	411	514
Roads-Main/ Div. Direct		–	–	–	–	–	–	–	–	–	–
Roads-Main/ Div. Indirect		–	140	149	–	347	347	347	570	411	514
Management: Roads		–	–	–	–	–	–	–	–	–	–
Roads: Workshop		–	2	–	–	119	119	119	–	–	–
Roads: Plant		–	–	–	–	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		–	–	–	–	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		–	–	–	–	–	–	–	–	–	–
COMPREHENSIVE HEALTH SERVICE		–	–	–	–	–	–	–	–	–	–
Capital single-year expenditure sub-total		–	14 010	7 165	18 412	11 793	11 794	11 794	14 955	31 978	38 328
Total Capital Expenditure		–	14 010	7 165	18 412	11 793	11 794	11 794	14 955	31 978	38 328

DC2 Cape Winelands - Table A6 Budgeted Financial Position

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11				2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
ASSETS											
Current assets											
Cash		1 511	4 090	2 829	6 861	6 861	6 861		5 200	4 500	5 000
Call investment deposits	1	326 013	347 297	346 422	250 000	250 000	360 000	–	280 000	140 000	85 000
Consumer debtors	1	1 384	628	1 565	1 600	1 600	1 600	–	1 600	1 600	1 600
Other debtors		9 749	14 236	18 984	525	525	525		400	200	100
Current portion of long-term receivables		62	41	–	–				–	–	–
Inventory	2	1 948	1 551	1 662	1 500	1 500	1 500		1 000	1 500	1 200
Total current assets		340 667	367 845	371 463	260 486	260 486	370 486	–	288 200	147 800	92 900
Non current assets											
Long-term receivables		193	–	–							
Investments											
Investment property											
Investment in Associate											
Property, plant and equipment	3	164 384	172 796	175 765	194 626	188 253	188 254	–	203 209	233 687	169 971
Agricultural											
Biological											
Intangible											
Other non-current assets											
Total non current assets		164 577	172 796	175 765	194 626	188 253	188 254	–	203 209	233 687	169 971
TOTAL ASSETS		505 244	540 641	547 227	455 112	448 739	558 740	–	491 409	381 487	262 871
LIABILITIES											
Current liabilities											
Bank overdraft	1	–	–	–	–	–	–	–	–	–	–
Borrowing	4	–	–	–	–	–	–	–	–	–	–
Consumer deposits		–	–	–	–	–	–		–	–	–
Trade and other payables	4	39 655	23 195	32 040	17 000	17 000	17 000	–	14 500	11 000	6 000
Provisions		9 917	10 843	12 209	12 000	12 000	12 000		15 000	15 000	15 000
Total current liabilities		49 572	34 038	44 249	29 000	29 000	29 000	–	29 500	26 000	21 000
Non current liabilities											
Borrowing		143	287	127	150	160	160	–	220	220	220
Provisions		83 684	85 295	96 034	105 000	105 000	105 000	–	110 000	115 000	115 000
Total non current liabilities		83 828	85 583	96 161	105 150	105 160	105 160	–	110 220	115 220	115 220
TOTAL LIABILITIES		133 400	119 621	140 410	134 150	134 160	134 160	–	139 720	141 220	136 220
NET ASSETS	5	371 844	421 020	406 817	320 962	314 579	424 580	–	351 689	240 267	126 651
COMMUNITY WEALTH/EQUITY											
Accumulated Surplus/(Deficit)		243 091	214 962	210 581	143 346	130 344	240 345		167 576	78 382	(28 402)
Reserves	4	128 754	206 058	196 236	177 617	184 235	184 235	–	184 113	161 885	155 053
Minorities' interests											
TOTAL COMMUNITY WEALTH/EQUITY	5	371 844	421 020	406 817	320 962	314 579	424 580	–	351 689	240 267	126 651

References

1. Detail to be provided in Table SA3

2. Include completed low cost housing to be transferred to beneficiaries within 12 months

3. Include 'Construction-work-in-progress' (disclosed separately in annual financial statements)

4. Detail to be provided in Table SA3. Includes reserves to be funded by statute.

5. Net assets must balance with Total Community Wealth/Equity

DC2 Cape Winelands - Table A7 Budgeted Cash Flows

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11				2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
CASH FLOW FROM OPERATING ACTIVITIES											
Receipts											
Ratepayers and other		–	3 943	13 867	5 752	3 992	3 992		2 417	1 881	179
Government - operating	1	–	255 586	268 586	282 097	315 782	315 782		314 301	338 103	351 307
Government - capital	1	–	–	–	–	–	–		–	–	–
Interest		–	45 643	30 590	28 009	25 209	25 209		25 000	20 000	20 000
Dividends		–	–	–	–	–	–		–	–	–
Payments											
Suppliers and employees		–	(265 564)	(316 263)	(314 003)	(301 504)	(301 504)		(311 380)	(345 707)	(347 855)
Finance charges		–	(21)	(31)	–	(234)	(234)		(28)	(30)	(32)
Transfers and Grants	1	–	–	–	–	–	–		–	–	–
NET CASH FROM/(USED) OPERATING ACTIVITIES		–	39 587	(3 252)	1 854	43 244	43 244	–	30 310	14 247	23 599
CASH FLOWS FROM INVESTING ACTIVITIES											
Receipts											
Proceeds on disposal of PPE		–	1 312	410	–	–	–	–	–	–	–
Decrease (Increase) in non-current debtors		–	–	–	–	–	–	–	–	–	–
Decrease (increase) other non-current receivables		–	–	–	–	–	–	–	–	–	–
Decrease (increase) in non-current investments		–	–	–	(25 000)	(25 000)	(25 000)	(25 000)	(25 000)	(25 000)	(25 000)
Payments											
Capital assets		–	(17 159)	(14 152)	(18 412)	(11 793)	(11 794)	(11 794)	(14 955)	(31 978)	(38 328)
NET CASH FROM/(USED) INVESTING ACTIVITIES		–	(15 847)	(13 742)	(43 412)	(36 793)	(36 794)	(36 794)	(39 955)	(56 978)	(63 328)
CASH FLOWS FROM FINANCING ACTIVITIES											
Receipts											
Short term loans		–	–	–	–	–	–	–	–	–	–
Borrowing long term/refinancing		–	–	–	–	–	–	–	–	–	–
Increase (decrease) in consumer deposits		–	–	14 892	–	–	–	–	–	–	–
Payments											
Repayment of borrowing		–	123	(35)	(168)	(168)	(168)	(168)	(206)	(215)	(214)
NET CASH FROM/(USED) FINANCING ACTIVITIES		–	123	14 857	(168)	(168)	(168)	(168)	(206)	(215)	(214)
NET INCREASE/ (DECREASE) IN CASH HELD		–	23 863	(2 137)	(41 725)	6 283	6 282	(36 962)	(9 851)	(42 946)	(39 943)
Cash/cash equivalents at the year begin:	2	327 524	327 524	351 388	349 251	349 251	349 251	349 251	349 251	339 400	296 454
Cash/cash equivalents at the year end:	2	327 524	351 388	349 251	307 526	355 534	355 533	312 289	339 400	296 454	256 511

References

1. Local/District municipalities to include transfers from/to District/Local Municipalities

2. Cash equivalents includes investments with maturities of 3 months or less

DC2 Cape Winelands - Table A8 Cash backed reserves/accumulated surplus reconciliation

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11				2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Cash and investments available											
Cash/cash equivalents at the year end	1	327 524	351 388	349 251	307 526	355 534	355 533	312 289	339 400	296 454	256 511
Other current investments > 90 days		(0)	0	0	(50 665)	(98 673)	11 328	(312 289)	(54 200)	(151 954)	(166 511)
Non current assets - Investments	1	–	–	–	–	–	–	–	–	–	–
Cash and investments available:		327 524	351 388	349 251	256 861	256 861	366 861	–	285 200	144 500	90 000
Application of cash and investments											
Unspent conditional transfers		15 093	9 014	7 675	5 000	5 000	5 000	–	4 500	3 000	3 000
Unspent borrowing		–	–	–	–	–	–	–	–	–	–
Statutory requirements	2	21 702	9 112	8 205	8 205	8 205	8 205	–	9 000	9 000	9 000
Other working capital requirements	3	31 727	20 749	28 600	17 107	17 081	17 137	–	14 405	10 949	5 982
Other provisions		–	–	–	–	–	–	–	–	–	–
Long term investments committed	4	93 601	96 138	96 138	96 138	96 138	96 138	96 138	96 138	96 138	96 138
Reserves to be backed by cash/investments	5	54 301	85 243	77 816	77 816	77 816	77 816		78 000	10 000	–
Total Application of cash and investments:		216 424	220 256	218 434	204 266	204 240	204 296	96 138	202 043	129 087	114 120
Surplus(shortfall)		111 101	131 131	130 818	52 595	52 621	162 565	(96 138)	83 157	15 413	(24 120)

References

1. Must reconcile with Budgeted Cash Flows

2. For example: VAT, taxation

3. Council approval for policy required - include sufficient working capital (e.g. allowing for a % of current debtors > 90 days as uncollectable)

4. For example: sinking fund requirements for borrowing

5. Council approval required for each reserve created and basis of cash backing of reserves

DC2 Cape Winelands - Table A9 Asset Management

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
CAPITAL EXPENDITURE										
Total New Assets	1	–	14 010	7 165	18 412	11 793	11 794	14 955	31 978	38 328
Infrastructure - Road transport		–	84	–	–	–	–	–	30	–
Infrastructure - Electricity		–	–	–	–	–	–	75	–	–
Infrastructure - Water		–	–	–	–	–	–	–	–	–
Infrastructure - Sanitation		–	–	–	550	–	–	–	1 000	2 696
Infrastructure - Other		–	–	–	–	–	–	–	1 500	4 000
Infrastructure		–	*84*	–	*550*	–	–	*75*	*2 530*	*6 696*
Community		–	711	678	330	269	–	121	100	3 013
Heritage assets		–	–	–	–	–	–	–	–	–
Investment properties		–	–	–	–	–	–	–	–	–
Other assets	6	–	13 214	6 487	17 532	11 524	11 794	14 760	29 348	28 620
Agricultural Assets		–	–	–	–	–	–	–	–	–
Biological assets		–	–	–	–	–	–	–	–	–
Intangibles		–	–	–	–	–	–	–	–	–
Total Renewal of Existing Assets	2	–	–	20	–	20	21	–	–	–
Infrastructure - Road transport		–	–	–	–	–	–	–	–	–
Infrastructure - Electricity		–	–	–	–	–	–	–	–	–
Infrastructure - Water		–	–	–	–	–	–	–	–	–
Infrastructure - Sanitation		–	–	–	–	–	–	–	–	–
Infrastructure - Other		–	–	–	–	–	–	–	–	–
Infrastructure		–	–	–	–	–	–	–	–	–
Community		–	–	–	–	–	–	–	–	–
Heritage assets		–	–	–	–	–	–	–	–	–
Investment properties		–	–	–	–	–	–	–	–	–
Other assets	6	–	–	20	–	20	21	–	–	–
Agricultural Assets		–	–	–	–	–	–	–	–	–
Biological assets		–	–	–	–	–	–	–	–	–
Intangibles		–	–	–	–	–	–	–	–	–
Total Capital Expenditure	4									
Infrastructure - Road transport		–	84	–	–	–	–	–	30	–
Infrastructure - Electricity		–	–	–	–	–	–	75	–	–
Infrastructure - Water		–	–	–	–	–	–	–	–	–
Infrastructure - Sanitation		–	–	–	550	–	–	–	1 000	2 696
Infrastructure - Other		–	–	–	–	–	–	–	1 500	4 000
Infrastructure		–	*84*	–	*550*	–	–	*75*	*2 530*	*6 696*
Community		–	711	678	330	269	–	121	100	3 013
Heritage assets		–	–	–	–	–	–	–	–	–
Investment properties		–	–	–	–	–	–	–	–	–
Other assets		–	13 214	6 507	17 532	11 545	11 815	14 760	29 348	28 620
Agricultural Assets		–	–	–	–	–	–	–	–	–
Biological assets		–	–	–	–	–	–	–	–	–
Intangibles		–	–	–	–	–	–	–	–	–
TOTAL CAPITAL EXPENDITURE - Asset class	2	–	14 010	7 185	18 412	11 814	11 815	14 955	31 978	38 328
ASSET REGISTER SUMMARY - PPE (WDV)	5									
Infrastructure - Road transport		–	–	–	–	–	–	–	30	30
Infrastructure - Electricity		–	–	–	–	–	–	75	75	75
Infrastructure - Water		–	–	–	–	–	–	–	–	–
Infrastructure - Sanitation		–	–	–	550	550	550	550	1 000	1 000
Infrastructure - Other		2 529	2 725	1 019	519	519	519	519	519	519
Infrastructure		*2 529*	*2 725*	*1 019*	*1 069*	*1 069*	*1 069*	*1 144*	*1 624*	*1 624*
Community		26 030	–	–	780	964	695	816	916	3 928
Heritage assets		3 049	1 490	2 414	2 414	2 414	2 414	2 414	2 414	2 414
Investment properties		–	–	–	–	–	–	–	–	–
Other assets		132 776	168 581	172 333	190 364	183 807	184 077	198 836	228 734	257 354
Agricultural Assets		–	–	–	–	–	–	–	–	–
Biological assets		–	–	–	–	–	–	–	–	–
Intangibles		–	–	–	–	–	–	–	–	–
TOTAL ASSET REGISTER SUMMARY - PPE (WDV)	5	164 384	172 796	175 765	194 626	188 253	188 254	203 209	233 687	265 319
EXPENDITURE OTHER ITEMS										
Depreciation & asset impairment		8 061	35 321	10 808	11 077	10 990	4 719	13 134	15 297	17 518
Repairs and Maintenance by Asset Class	3	#DIV/0!	#DIV/0!	#DIV/0!	62 057	89 272	61 170	81 015	88 353	95 638
Infrastructure - Road transport		64 149	64 921	53 710	62 057	89 272	61 170	81 015	88 353	95 638
Infrastructure - Electricity		–	–	–	–	–	–	–	–	–
Infrastructure - Water		–	–	–	–	–	–	–	–	–
Infrastructure - Sanitation		–	–	–	–	–	–	–	–	–
Infrastructure - Other		–	–	–	–	–	–	–	–	–
Infrastructure		*64 149*	*64 921*	*53 710*	*62 057*	*89 272*	*61 170*	*81 015*	*88 353*	*95 638*
Community		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
Heritage assets		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
Investment properties		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
Other assets	6, 7	#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
TOTAL EXPENDITURE OTHER ITEMS		#DIV/0!	#DIV/0!	#DIV/0!	73 135	100 263	65 890	94 149	103 650	113 156
% of capital exp on renewal of assets		*0.0%*	*0.0%*	*0.3%*	*0.0%*	*0.2%*	*0.2%*	*0.0%*	*0.0%*	*0.0%*
Renewal of Existing Assets as % of deprecn"		*0.0%*	*0.0%*	*0.2%*	*0.0%*	*0.2%*	*0.5%*	*0.0%*	*0.0%*	*0.0%*
R&M as a % of PPE		*0.0%*	*0.0%*	*0.0%*	*31.9%*	*47.4%*	*32.5%*	*39.9%*	*37.8%*	*56.3%*
Renewal and R&M as a % of PPE		*0.0%*	*0.0%*	*0.0%*	*32.0%*	*47.0%*	*33.0%*	*40.0%*	*38.0%*	*36.0%*

References

1. Detail of new assets provided in Table SA34a

2. Detail of renewal of existing assets provided in Table SA34b

3. Detail of Repairs and Maintenance by Asset Class provided in Table SA34c

4. Must reconcile to total capital expenditure on Budgeted Capital Expenditure

5. Must reconcile to 'Budgeted Financial Position' (written down value)

6. Donated/contributed and assets funded by finance leases to be allocated to the respective category

DC2 Cape Winelands - Table A10 Basic service delivery measurement

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
		Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Household service targets (000)	1									
Water:										
Piped water inside dwelling										
Piped water inside yard (but not in dwelling)										
Using public tap (at least min.service level)	2									
Other water supply (at least min.service level)	4									
Minimum Service Level and Above sub-total		–	–	–	–	–	–	–	–	–
Using public tap (< min.service level)	3									
Other water supply (< min.service level)	4									
No water supply										
Below Minimum Service Level sub-total		–	–	–	–	–	–	–	–	–
Total number of households	5	–	–	–	–	–	–	–	–	–
Sanitation/sewerage:										
Flush toilet (connected to sewerage)										
Flush toilet (with septic tank)										
Chemical toilet										
Pit toilet (ventilated)										
Other toilet provisions (> min.service level)										
Minimum Service Level and Above sub-total		–	–	–	–	–	–	–	–	–
Bucket toilet										
Other toilet provisions (< min.service level)										
No toilet provisions										
Below Minimum Service Level sub-total		–	–	–	–	–	–	–	–	–
Total number of households	5	–	–	–	–	–	–	–	–	–
Energy:										
Electricity (at least min.service level)										
Electricity - prepaid (min.service level)										
Minimum Service Level and Above sub-total		–	–	–	–	–	–	–	–	–
Electricity (< min.service level)										
Electricity - prepaid (< min. service level)										
Other energy sources										
Below Minimum Service Level sub-total		–	–	–	–	–	–	–	–	–
Total number of households	5	–	–	–	–	–	–	–	–	–
Refuse:										
Removed at least once a week										
Minimum Service Level and Above sub-total		–	–	–	–	–	–	–	–	–
Removed less frequently than once a week										
Using communal refuse dump										
Using own refuse dump										
Other rubbish disposal										
No rubbish disposal										
Below Minimum Service Level sub-total		–	–	–	–	–	–	–	–	–
Total number of households	5	–	–	–	–	–	–	–	–	–
Households receiving Free Basic Service	7									
Water (6 kilolitres per household per month)										
Sanitation (free minimum level service)										
Electricity/other energy (50kwh per household per month)										
Refuse (removed at least once a week)										
Cost of Free Basic Services provided (R'000)	8									
Water (6 kilolitres per household per month)										
Sanitation (free sanitation service)										
Electricity/other energy (50kwh per household per month)										
Refuse (removed once a week)										
Total cost of FBS provided (minimum social package)		–	–	–	–	–	–	–	–	–
Highest level of free service provided										
Property rates (R value threshold)										
Water (kilolitres per household per month)										
Sanitation (kilolitres per household per month)										
Sanitation (Rand per household per month)										
Electricity (kwh per household per month)										
Refuse (average litres per week)										
Revenue cost of free services provided (R'000)	9									
Property rates (R15 000 threshold rebate)										
Property rates (other exemptions, reductions and rebates)										
Water										
Sanitation										
Electricity/other energy										
Refuse										
Municipal Housing - rental rebates										
Housing - top structure subsidies	6									
Other										
Total revenue cost of free services provided (total social package)		–	–	–	–	–	–	–	–	–

References

1. Include services provided by another entity; e.g. Eskom

2. Stand distance <= 200m from dwelling

3. Stand distance > 200m from dwelling

4. Borehole, spring, rain-water tank etc.

5. Must agree to total number of households in municipal area

6. Include value of subsidy provided by municipality above provincial subsidy level

7. Show number of households receiving at least these levels of services completely free

8. Must reflect the cost to the municipality of providing the Free Basic Service

DC2 Cape Winelands - Supporting Table SA1 Supportinging detail to 'Budgeted Financial Performance'

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11				2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
REVENUE ITEMS:											
Property rates	6										
Total Property Rates		825	927	396	–	435	181		–	–	–
less Revenue Foregone		–	–	–	–	–	–	–	–	–	–
Net Property Rates		825	927	396	–	435	181	–	–	–	–
Service charges - electricity revenue	6										
Total Service charges - electricity revenue		–	–	–	–	–	–	–	–	–	–
less Revenue Foregone		–	–	–	–	–	–	–	–	–	–
Net Service charges - electricity revenue		–	–	–	–	–	–	–	–	–	–
Service charges - water revenue	6										
Total Service charges - water revenue		–	–	–	–	–	–	–	–	–	–
less Revenue Foregone		–	–	–	–	–	–	–	–	–	–
Net Service charges - water revenue		–	–	–	–	–	–	–	–	–	–
Service charges - sanitation revenue											
Total Service charges - sanitation revenue		–	–	–	–	–	–	–	–	–	–
less Revenue Foregone		–	–	–	–	–	–	–	–	–	–
Net Service charges - sanitation revenue		–	–	–	–	–	–	–	–	–	–
Service charges - refuse revenue	6										
Total refuse removal revenue		–	–	–	–	–	–	–	–	–	–
Total landfill revenue											
less Revenue Foregone		–	–	–	–	–	–	–	–	–	–
Net Service charges - refuse revenue		–	–	–	–	–	–	–	–	–	–
Other Revenue by source											
Fuel levy											
Other revenue	3	8 440	23 899	41 300	40 603	43 840	39 970		56 454	66 101	67 463
Total 'Other' Revenue	1	8 440	23 899	41 300	40 603	43 840	39 970	–	56 454	66 101	67 463
EXPENDITURE ITEMS:											
Employee related costs											
Salaries and Wages	2	37 495	45 760	54 608	72 518	81 357	71 994		89 868	96 488	102 033
Contributions to UIF, pensions, medical aid		10 370	12 708	14 625	19 164	25 676	19 864		28 223	30 465	32 129
Travel, motor car, accom; & other allowances		15 724	18 170	21 156	33 737	27 909	24 009		29 770	31 905	33 703
Housing benefits and allowances		1 399	2 507	1 987	4 112	4 289	2 983		4 422	4 680	4 929
Overtime		1 003	1 488	1 579	2 669	2 464	2 126		2 728	2 919	3 121
Performance bonus		512	303	480	613	865	865		929	989	1 047
Long service awards		2	7	1	12	249	247		5	6	6
Payments in lieu of leave		3 480	(18)	507	1 000	891	401		978	1 040	1 314
Post-retirement benefit obligations	4	–	–	1 626	–	–	–		–	–	–
sub-total	5	69 987	80 925	96 569	133 824	143 700	122 489	–	156 922	168 491	178 281
Less: Employees costs capitalised to PPE		–	–	–	–	–	–	–	–	–	–
Total Employee related costs	1	69 987	80 925	96 569	133 824	143 700	122 489	–	156 922	168 491	178 281
Contributions recognised - capital											
Contract 1		–	–	–	–	–	–	–	–	–	–
Contract 2		–	–	–	–	–	–	–	–	–	–
Contract 3		–	–	–	–	–	–	–	–	–	–
Contract 4		–	–	–	–	–	–	–	–	–	–
Contract 5		–	–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–	–
Total Contributions recognised - capital		–	–	–	–	–	–	–	–	–	–
Depreciation & asset impairment											
Depreciation of Property, Plant & Equipment		8 061	35 321	10 808	11 077	10 990	4 719		13 134	15 297	17 518
Lease amortisation											
Capital asset impairment											
Total Depreciation & asset impairment	1	8 061	35 321	10 808	11 077	10 990	4 719	–	13 134	15 297	17 518
Bulk purchases											
Electricity Bulk Purchases		–	–	–	–	–	–	–	–	–	–
Water Bulk Purchases		–	–	–	–	–	–	–	–	–	–
Total bulk purchases	1	–	–	–	–	–	–	–	–	–	–
Contracted services											
Contract 1		–	–	–	–	–	–	–	–	–	–
Contract 2		–	–	–	–	–	–	–	–	–	–
Contract 3		–	–	–	–	–	–	–	–	–	–
Contract 4		–	–	–	–	–	–	–	–	–	–
Contract 5		–	–	–	–	–	–	–	–	–	–
Contract 6		–	–	–	–	–	–	–	–	–	–
Contract 7		–	–	–	–	–	–	–	–	–	–
Contract 8		–	–	–	–	–	–	–	–	–	–
Contract 9		–	–	–	–	–	–	–	–	–	–
Contract 10		–	–	–	–	–	–	–	–	–	–
Contract 11		–	–	–	–	–	–	–	–	–	–

Contract 12		–	–	–	–	–	–	–	–	–	–
Contract 13		–	–	–	–	–	–	–	–	–	–
Contract 14		–	–	–	–	–	–	–	–	–	–
Contract 15		–	–	–	–	–	–	–	–	–	–
Contract 16		–	–	–	–	–	–	–	–	–	–
Contract 17		–	–	–	–	–	–	–	–	–	–
Contract 18		–	–	–	–	–	–	–	–	–	–
Contract 19		–	–	–	–	–	–	–	–	–	–
Contract 20		–	–	–	–	–	–	–	–	–	–
Contract 21		–	–	–	–	–	–	–	–	–	–
Contract 22		–	–	–	–	–	–	–	–	–	–
Contract 23		–	–	–	–	–	–	–	–	–	–
Contract 24		–	–	–	–	–	–	–	–	–	–
[Default]		–	–	–	–	–	–	–	–	–	–
sub-total	1	–	–	–	–	–	–	–	–	–	–
Allocations to organs of state:											
Electricity											
Water											
Sanitation											
Other											
Total contracted services		–	–	–	–	–	–	–	–	–	–
Other Expenditure By Type											
Collection costs		–	–	–	–	–	–	–	–	–	–
Contributions to 'other' provisions		5 586	–	–	–	–	–	–	–	–	–
Consultant fees		2 124	1 454	1 195	4 284	5 607	2 690	–	3 460	4 390	4 565
Audit fees		923	1 344	2 102	2 200	2 300	2 151	–	2 600	2 800	3 000
General expenses	3	156 643	184 726	199 691	265 595	322 786	219 165	–	299 007	321 389	331 709
List Other Expenditure by Type											
Total 'Other' Expenditure	1	165 276	187 524	202 987	272 079	330 692	224 005	–	305 067	328 579	339 274
Repairs and Maintenance by Expenditure Item	8										
Employee related costs											
Other materials											
Contracted Services											
Other Expenditure											
Total Repairs and Maintenance Expenditure	9	–	–	–	–	–	–	–	–	–	–
	check	#DIV/0!	#DIV/0!	#DIV/0!	62 057	89 272	61 170		81 015	88 353	95 638

References

1. Must reconcile with 'Budgeted Financial Performance (Revenue and Expenditure)

2. Must reconcile to supporting documentation on staff salaries

3. Insert other categories where revenue or expenditure is of a material nature (list separate items until 'General expenses' is not > 10% of Total Expenditur

4. Expenditure to meet any 'unfunded obligations

5 This sub-total must agree with the total on SA22, but excluding councillor and board member item

6. Include a note for each revenue item that is affected by 'revenue foregone

7. Special consideration may have to be given to including 'goodwill arising' or 'joint venture' budgets where circumstances require this (include separately under relevant note

DC2 Cape Winelands - Supporting Table SA2 Matrix Financial Performance Budget (revenue source/expenditure type and dept.)

Description	Ref	Regional Development and Planning Services	Community and Developmental Services	Enginering and Infrastructure Services	Rural and Social Development Services	Office of the Municipal Manager	Financial Services	Corporate Services	Roads Agency	COMPREHENSIVE HEALTH SERVICE	COMPREHENSIVE HEALTH SERVICE		0	0	0	0	Total
R thousand	1																
Revenue By Source																	
Property rates		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Property rates - penalties & collection charges		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - electricity revenue		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - water revenue		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - sanitation revenue		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - refuse revenue		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - other		–	160	–	–	–	–	–	–	–	–	–	–	–	–	–	160
Rental of facilities and equipment		–	–	43	–	–	–	123	–	–	–	–	–	–	–	–	167
Interest earned - external investments		–	–	–	–	–	–	25 000	–	–	–	–	–	–	–	–	25 000
Interest earned - outstanding debtors		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Dividends received		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Fines		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Licences and permits		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Agency services		–	–	–	–	–	–	–	81 015	–	–	–	–	–	–	–	81 015
Other revenue		1 391	1 302	1 503	–	–	250	51 989	–	–	–	–	–	–	–	–	56 434
Transfers recognised - operational		15 701	–	13 745	–	–	190 318	13 521	–	–	–	–	–	–	–	–	233 285
Gains on disposal of PPE		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Revenue (excluding capital transfers and contribution		17 092	1 462	15 291	–	–	190 568	90 633	81 015	–	–	–	–	–	–	–	396 061
Expenditure By Type																	
Employee related costs		8 798	52 895	6 788	4 786	5 603	12 317	21 934	43 800	–	–	–	–	–	–	–	156 922
Remuneration of councillors		–	–	–	–	–	–	9 411	–	–	–	–	–	–	–	–	9 411
Debt impairment		–	134	–	–	–	37	299	–	–	–	–	–	–	–	–	470
Depreciation & asset impairment		664	3 556	1 091	78	68	272	7 404	–	–	–	–	–	–	–	–	13 134
Finance charges		3	9	3	1	2	3	7	–	–	–	–	–	–	–	–	28
Bulk purchases		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other materials		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Contracted services		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Transfers and grants		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other expenditure		31 124	29 001	56 880	17 694	2 591	3 195	52 352	112 230	–	–	–	–	–	–	–	305 067
Loss on disposal of PPE		–	2	–	–	–	–	0	–	–	–	–	–	–	–	–	2
Total Expenditure		40 590	85 596	64 762	22 560	8 264	15 824	91 407	156 030	–	–	–	–	–	–	–	485 033
Surplus/(Deficit)		(23 498)	(84 134)	(49 471)	(22 560)	(8 264)	174 743	(774)	(75 015)	–	–	–	–	–	–	–	(88 972)
Transfers recognised - capital		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Contributions recognised - capital		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Contributed assets		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions		(23 498)	(84 134)	(49 471)	(22 560)	(8 264)	174 743	(774)	(75 015)	–	–	–	–	–	–	–	(88 972)

References

1. Departmental columns to be based on municipal organisation structure

DC2 Cape Winelands - Supporting Table SA3 Supportinging detail to 'Budgeted Financial Position'

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11				2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
ASSETS											
Call investment deposits											
Call deposits < 90 days		326 013	347 297	346 422	250 000	250 000	360 000		280 000	140 000	85 000
Other current investments > 90 days											
Total Call investment deposits	2	326 013	347 297	346 422	250 000	250 000	360 000	–	280 000	140 000	85 000
Consumer debtors											
Consumer debtors		1 486	789	2 004	2 000	2 000	2 000		2 000	2 000	2 000
Less: Provision for debt impairment		(102)	(160)	(439)	(400)	(400)	(400)		(400)	(400)	(400)
Total Consumer debtors	2	1 384	628	1 565	1 600	1 600	1 600	–	1 600	1 600	1 600
Debt impairment provision											
Balance at the beginning of the year		18 400	102	160	439	439	439		39	39	39
Contributions to the provision		(17 833)	151	279	–		–		400	400	400
Bad debts written off		(466)	(93)	–	(400)	(400)	(400)		(400)	(400)	(400)
Balance at end of year		102	160	439	39	39	39	–	39	39	39
Property, plant and equipment (PPE)											
PPE at cost/valuation (excl. finance leases)		191 706	234 549	248 029	266 891	260 517	260 518		275 473	305 951	232 235
Leases recognised as PPE	3	143	256	311	311	311	311		311	311	311
Less: Accumulated depreciation		27 465	62 009	72 575	72 575	72 575	72 575		72 575	72 575	62 575
Total Property, plant and equipment (PPE)	2	164 384	172 796	175 765	194 626	188 253	188 254	–	203 209	233 687	169 971
LIABILITIES											
Current liabilities - Borrowing											
Short term loans (other than bank overdraft)											
Current portion of long-term liabilities											
Total Current liabilities - Borrowing		–	–	–	–	–	–	–	–	–	–
Trade and other payables											
Trade and other creditors		24 563	14 181	24 365	12 000	12 000	12 000	–	10 000	8 000	3 000
Unspent conditional transfers		15 093	9 014	7 675	5 000	5 000	5 000	–	4 500	3 000	3 000
VAT		–	–	–	–	–	–	–	–	–	–
Total Trade and other payables	2	39 655	23 195	32 040	17 000	17 000	17 000	–	14 500	11 000	6 000
Non current liabilities - Borrowing											
Borrowing	4	–	–	–	–	–	–	–	–	–	–
Finance leases (including PPP asset element)		143	287	127	150	160	160	–	220	220	220
Total Non current liabilities - Borrowing		143	287	127	150	160	160	–	220	220	220
Provisions - non-current											
Retirement benefits		3 729	3 703	3 488	–	–	–	–	–	–	–
List other major provision items											
Refuse landfill site rehabilitation		–	–	–	–	–	–	–	–	–	–
Medical Contributions		79 955	81 592	92 546	105 000	105 000	105 000		110 000	115 000	115 000
Total Provisions - non-current		83 684	85 295	96 034	105 000	105 000	105 000	–	110 000	115 000	115 000
CHANGES IN NET ASSETS											
Accumulated Surplus/(Deficit)											
Accumulated Surplus/(Deficit) - opening balance		198 199	243 091	214 962	210 581	210 581	210 581	–	240 219	167 576	78 382
GRAP adjustments		–	–	–	–	–	–	–	–	–	–
Restated balance		198 199	243 091	214 962	210 581	210 581	210 581	–	240 219	167 576	78 382
Surplus/(Deficit)		28 248	17 633	24 335	(74 507)	(107 590)	4 463	–	(88 952)	(98 352)	(106 784)
Appropriations to Reserves		10 192	(61 589)	6 997	7 440	28 167	28 167	–	15 000	10 000	–
Transfers from Reserves		–	–	–	–	–	–	–	–	–	–
Depreciation offsets		(1 661)	37 433	2 968	(1 124)	(2 992)	(2 992)	–	(785)	–	–
Other adjustments		8 113	(21 606)	(38 681)	956	2 177	125	–	2 094	(843)	–
Accumulated Surplus/(Deficit)	1	243 091	214 962	210 581	143 346	130 344	240 345	–	167 576	78 382	(28 402)
Reserves											
Housing Development Fund		–	–	–	–	–	–	–	–	–	–
Capital replacement		21 255	83 114	76 108	57 696	64 315	64 315	–	64 359	42 382	4 053
Capitalisation		–	–	–	–	–	–	–	–	–	–
Government grant		5 616	2 128	1 708	1 500	1 500	1 500	–	1 500	1 250	1 000
Donations and public contributions		–	–	–	–	–	–	–	–	–	–
Self-insurance		–	–	–	–	–	–	–	–	–	–
Foreign currency and Actuarial Gains Losses		–	–	167	167	167	167	–	–	–	–
Revaluation		101 882	120 816	118 253	118 253	118 253	118 253	–	118 253	118 253	150 000
Total Reserves	2	128 754	206 058	196 236	177 617	184 235	184 235	–	184 113	161 885	155 053
TOTAL COMMUNITY WEALTH/EQUITY	2	371 844	421 020	406 817	320 962	314 579	424 580	–	351 689	240 267	126 651

Total capital expenditure includes expenditure on nationally significant priorities:

Provision of basic services											
2010 World Cup											

DC2 Cape Winelands - Supporting Table SA4 Reconciliation of IDP strategic objectives and budget (revenue)

Strategic Objective	Goal	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Regional Development and Planning Services			5 537	14 125	11 025	19 184	17 146	13 946	17 092	17 963	18 879
Community and Developmental Services			4 954	5 585	3 534	1 553	1 713	1 713	1 462	200	200
Enginering and Infrastructure Services			13 658	15 130	35 413	27 582	33 739	28 339	15 291	22 918	18 915
Rural and Social Development Services			3	2 551	2 771	–	227	227	–	–	–
Office of the Municipal Manager			1 020	1 150	3 432	–	1 468	1 468	–	–	–
Financial Services			148 539	162 664	180 937	184 772	188 086	188 086	190 568	196 443	208 079
Corporate Services			40 044	58 555	45 892	55 869	53 714	53 714	90 653	98 706	97 438
Roads Agency			65 169	67 804	59 070	62 057	89 492	75 326	81 015	88 353	95 638
Total Revenue (excluding capital transfers and contributions)		1	278 924	327 564	342 073	351 017	385 585	362 819	396 080	424 583	439 148

References

1. Total revenue must reconcile to Table A4 Budgeted Financial Performance (revenue and expenditure)

DC2 Cape Winelands - Supporting Table SA5 Reconciliation of IDP strategic objectives and budget (operating expenditure)

Strategic Objective	Goal	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Regional Development and Planning Services			19 314	25 706	28 684	38 474	35 485	35 485	40 590	39 484	41 988
Community and Developmental Services			51 363	59 345	67 120	80 851	83 764	83 764	85 596	94 679	100 683
Enginering and Infrastructure Services			36 562	39 198	59 482	55 594	56 860	56 860	64 762	84 633	79 255
Rural and Social Development Services			2 737	7 140	11 920	17 739	22 574	22 574	22 560	21 783	23 210
Office of the Municipal Manager			7 843	8 232	15 509	11 092	11 965	11 965	8 264	10 550	11 098
Financial Services			9 313	11 117	13 051	16 204	18 865	18 865	15 824	19 249	18 497
Corporate Services			63 349	100 981	70 231	69 005	64 712	64 712	91 407	65 951	68 780
Roads Agency			60 195	58 212	51 743	136 564	198 949	64 130	156 030	186 605	202 422
		1	250 676	309 930	317 738	425 524	493 174	358 355	485 033	522 935	545 932

References

1. Total expenditure must reconcile to Table A4 Budgeted Financial Performance (revenue and expenditure)

DC2 Cape Winelands - Supporting Table SA6 Reconciliation of IDP strategic objectives and budget (capital expenditure)

Strategic Objective	Goal	Goal Code	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand				Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Regional Development and Planning Services		A		–	252	–	5 002	2	2	1 139	1 771	1 923
Community and Developmental Services		B		–	5 175	–	2 674	2 627	2 627	5 167	6 001	5 621
Enginering and Infrastructure Services		C		–	5 354	–	8 712	6 521	6 521	5 574	22 675	29 666
Rural and Social Development Services		D		–	78	–	20	20	20	149	–	–
Office of the Municipal Manager		E		–	78	–		40	40	–	–	–
Financial Services		F		–	640	–	40	40	40	–	–	–
Corporate Services		G		–	2 291	–	1 964	2 078	2 078	2 357	1 120	605
Roads Agency		H		–	142	–		465	465	570	411	514
			1	–	14 010	–	18 411	11 793	11 793	14 955	31 978	38 328

References

1. Total capital expenditure must reconcile to Budgeted Capital Expenditure

2. Goal code must be used on Table A36

DC2 Cape Winelands - Supporting Table SA7 Measureable performance objectives

Description	Unit of measurement	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Vote 1 - vote name										
Function 1 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
Function 2 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
Vote 2 - vote name										
Function 1 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
Function 2 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
Vote 3 - vote name										
Function 1 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
Function 2 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
And so on for the rest of the Votes										

1. Include a measurable performance objective for each revenue source (within a relevant function) and each vote (MFMA s17(3)(b))

2. Include all Basic Services performance targets from 'Basic Service Delivery' to ensure Table SA7 represents all strategic responsibilitie

3. Only include prior year comparative information for individual measures where relevant activity occurred in that year.

DC2 Cape Winelands - Entities measureable performance objectives

Description	Unit of measurement	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Entity 1 - (name of entity)										
Insert measure/s description										
Entity 2 - (name of entity)										
Insert measure/s description										
Entity 3 - (name of entity)										
Insert measure/s description										
And so on for the rest of the Entities										

1. Include a measurable performance objective as agreed with the parent municipality (MFMA s87(5)(d))

2. Only include prior year comparative information for individual measures where relevant activity occurred in that year.

DC2 Cape Winelands - Supporting Table SA8 Performance indicators and benchmarks

Description of financial indicator	Basis of calculation	2007/8	2008/9	2009/10	Current Year 2010/11				2011/12 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Borrowing Management											
Borrowing to Asset Ratio	Total Long-Term Borrowing/Total Assets	0.0%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.1%	0.1%
Credit Rating											
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	0.0%	0.0%	0.0%	0.0%	0.1%	0.1%	0.0%	0.0%	0.0%	0.0%
Borrowed funding of 'own' capital expenditure	Borrowing/Capital expenditure excl. transfers and grants and contributions	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Safety of Capital											
Debt to Equity	Loans, Creditors, Overdraft & Tax Provision/ Funds & Reserves	35.9%	28.4%	34.5%	41.8%	42.6%	31.6%	0.0%	39.7%	58.8%	107.6%
Gearing	Long Term Borrowing/ Funds & Reserves	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.0%	0.1%	0.1%	0.1%
Liquidity											
Current Ratio	Current assets/current liabilities	6.9	10.8	8.4	9.0	9.0	12.8	–	9.8	5.7	4.4
Current Ratio adjusted for aged debtors	Current assets less debtors > 90 days/current liabilities	6.9	10.8	8.4	8.9	8.9	12.7	–	9.7	5.6	4.4
Liquidity Ratio	Monetary Assets/Current Liabilities	6.6	10.3	7.9	8.9	8.9	12.7	–	9.7	5.6	4.3
Revenue Management											
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/Last 12 Mths Billing		0.0%	4.2%	14.4%	14.4%	14.4%	14.4%	3.9%	1.8%	1.2%
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue	4.1%	4.6%	6.0%	0.6%	0.6%	0.6%	0.0%	0.5%	0.4%	0.4%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Creditors Management											
Creditors System Efficiency	% of Creditors Paid Within Terms (within`MFMA' s 65(e))	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Funding of Provisions											
Provisions not funded - %	Unfunded Provns./Total Provisions	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Other Indicators											
Electricity Distribution Losses (2)	% Volume (units purchased and generated less units sold)/units purchased and generated	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Water Distribution Losses (2)	% Volume (units purchased and own source less units sold)/Total units purchased and own source	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Employee costs	Employee costs/(Total Revenue - capital revenue)	25.1%	24.7%	28.2%	38.1%	37.3%	33.8%	0.0%	39.6%	39.7%	40.6%
Remuneration	Total remuneration/(Total Revenue - capital revenue)	34.5%	23.1%	37.4%	40.4%	39.1%	35.6%		42.0%	42.0%	42.9%
Repairs & Maintenance	R&M/(Total Revenue excluding capital revenue)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%		0.0%	0.0%	0.0%
Finance charges & Depreciation	FC&D/(Total Revenue - capital revenue)	2.9%	10.8%	3.2%	3.2%	2.9%	1.3%	0.0%	3.3%	3.6%	4.0%
IDP regulation financial viability indicators											
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)	2.6	4.5	4.5	5.2	5.2	5.2	–	8.1	8.6	9.1
ii.O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	227.1%	612.8%	1528.4%	689.7%	285.6%	590.1%	0.0%	612.6%	476.1%	449.6%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure	23.4	22.2	19.4	12.6	12.8	16.9	–	12.2	9.9	8.2

References

1. Consumer debtors > 12 months old are excluded from current assets

2. Only include if services provided by the municipality

DC2 Cape Winelands - Supporting Table SA9 Social, economic and demographic statistics and assumptions

Description of economic indicator	Basis of calculation	1996 Census	2001 Census	2007 Survey	2007/8	2008/9	2009/10	Current Year 2010/11	2011/12 Medium Term Revenue & Expenditure Framework		
Demographics											
Population		585	629		665	670	675				
Females aged 5 - 14		59	60		59	59	59				
Males aged 5 - 14		58	61		31	62	62				
Females aged 15 - 34		112	117		117	116	116				
Males aged 15 - 34		113	115		114	114	114				
Unemployment		19	35		39	40	54				
Household income (households) (1.)											
None											
R1 - R4800		430	716		554	492					
R4800 - R9600		115 097	126 952		118 210	113 215					
Poverty profiles (2.)											
Insert description											
Household/demographics (000)											
Number of people in municipal area		585 146	629 098		665	670	675				
Number of poor people in municipal area		115 509	193 673		195	193	178				
Number of households in municipal area		137 382	162 322		180	183	185				
Number of poor households in municipal area											
Definition of poor household (R per month)											
Housing statistics (3.)											
Formal							152 406				
Informal							24 521				
Total number of households		-	-	-	-	-		-	-	-	-
Dwellings provided by municipality (4.)											
Dwellings provided by province/s											
Dwellings provided by private sector (5.)											
Total new housing dwellings		-	-	-	-	-	-	-	-	-	-
Economic (6.)											
Inflation/inflation outlook (CPIX)											
Interest rate - borrowing					0.0%	0.0%					
Interest rate - investment					10.7%	11.3%					
Remuneration increases					6.4%	8.3%					
Consumption growth (electricity)					0.0%	0.0%					
Consumption growth (water)					0.0%	0.0%					
Collection rates (7.)											
Property tax/service charges					80.0%	80.0%					
Rental of facilities & equipment					80.0%	80.0%					
Interest - external investments					148.0%	126.0%					
Interest - debtors					80.0%	80.0%					
Revenue from agency services					100.0%	100.0%					

References

1. Monthly household income threshold

2. Show the poverty analysis the municipality uses to determine its indigents policy and the provision of services

3. Include total of all housing units within the municipality

4. Number of subsidised dwellings to be constructed by the municipality under agency agreement with province

5. Provide estimate based on building approval information. Include any non-subsidised dwellings constructed by the municipality

6. Insert actual or estimated % increases assumed as a basis for budget calculations

7. Insert actual or estimated % collection rate assumed as a basis for budget calculations for each revenue group

DC2 Cape Winelands Supporting Table SA10 Funding measurement

Description	MFMA section	Ref	2007/8	2008/9	2009/10	Current Year 2010/11				2011/12 Medium Term Revenue & Expenditure Framework		
			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Funding measures												
Cash/cash equivalents at the year end - R'000	18(1)b	1	327 524	351 388	349 251	307 526	355 534	355 533	312 289	339 400	296 454	256 511
Cash + investments at the yr end less applications - R'000	18(1)b	2	111 101	131 131	130 818	52 595	52 621	162 565	(96 138)	83 157	15 413	(24 120)
Cash year end/monthly employee/supplier payments	18(1)b	3	23.4	22.2	19.4	12.6	12.8	16.9	–	12.2	9.9	8.2
Surplus/(Deficit) excluding depreciation offsets: R'000	18(1)	4	26 587	55 066	27 303	(75 631)	(110 581)	1 471	–	(89 737)	(98 352)	(106 784)
Service charge rev % change - macro CPIX target exclusive	18(1)a,(2)	5	N.A.	(58.1%)	(52.8%)	(93.1%)	266.5%	(64.2%)	(106.0%)	(79.2%)	19.0%	(6.0%)
Cash receipts % of Ratepayer & Other revenue	18(1)a,(2)	6	0.0%	4.1%	13.6%	(12.3%)	(10.6%)	(14.1%)	0%	1.7%	1.1%	0.0%
Debt impairment expense as a % of total billable revenue	18(1)a,(2)	7	29.9%	0.0%	20.7%	143.8%	59.5%	71.7%	0.0%	143.8%	131.6%	138.8%
Capital payments % of capital expenditure	18(1)c;19	8	0.0%	122.5%	197.5%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Borrowing receipts % of capital expenditure (excl. transfers)	18(1)c	9	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Grants % of Govt. legislated/gazetted allocations	18(1)a	10								109.3%	119.3%	111.3%
Current consumer debtors % change - incr(decr)	18(1)a	11	N.A.	33.1%	37.9%	(89.7%)	0.0%	0.0%	(100.0%)	(5.9%)	(10.0%)	(5.6%)
Long term receivables % change - incr(decr)	18(1)a	12	N.A.	(100.0%)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
R&M % of Property Plant & Equipment	20(1)(vi)	13	0.0%	0.0%	0.0%	31.9%	47.4%	32.5%	0.0%	43.5%	40.9%	0.0%
Asset renewal % of capital budget	20(1)(vi)	14	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

References

1. Positive cash balances indicative of minimum compliance - subject to 2

2. Deduct cash and investment applications (defined) from cash balances

3. Indicative of sufficient liquidity to meet average monthly operating payments

4. Indicative of funded operational requirements

5. Indicative of adherence to macro-economic targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)

6. Realistic average cash collection forecasts as % of annual billed revenue

7. Realistic average increase in debt impairment (doubtful debt) provision

8. Indicative of planned capital expenditure level & cash payment timing

9. Indicative of compliance with borrowing 'only' for the capital budget - should not exceed 100% unless refinancing

10. Substantiation of National/Province allocations included in budget

11. Indicative of realistic current arrear debtor collection targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)

12. Indicative of realistic long term arrear debtor collection targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)

13. Indicative of a credible allowance for repairs & maintenance of assets - functioning assets revenue protection

14. Indicative of a credible allowance for asset renewal (requires analysis of asset renewal projects as % of total capital projects - detailed capital plan) - functioning assets revenue protection

DC2 Cape Winelands - Supporting Table SA11 Property rates summary

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Valuation:	1									
Date of valuation:										
Financial year valuation used										
Municipal by-laws s6 in place? (Y/N)	2									
Municipal/assistant valuer appointed? (Y/N)										
Municipal partnership s38 used? (Y/N)										
No. of assistant valuers (FTE)	3									
No. of data collectors (FTE)	3									
No. of internal valuers (FTE)	3									
No. of external valuers (FTE)	3									
No. of additional valuers (FTE)	4									
Valuation appeal board established? (Y/N)										
Implementation time of new valuation roll (mths)										
No. of properties	5									
No. of sectional title values	5									
No. of unreasonably difficult properties s7(2)										
No. of supplementary valuations										
No. of valuation roll amendments										
No. of objections by rate payers										
No. of appeals by rate payers										
No. of successful objections	8									
No. of successful objections > 10%	8									
Supplementary valuation										
Public service infrastructure value (Rm)	5									
Municipality owned property value (Rm)										
Valuation reductions:										
Valuation reductions-public infrastructure (Rm)										
Valuation reductions-nature reserves/park (Rm)										
Valuation reductions-mineral rights (Rm)										
Valuation reductions-R15,000 threshold (Rm)										
Valuation reductions-public worship (Rm)										
Valuation reductions-other (Rm)										
Total valuation reductions:		–	–	–	–	–	–	–	–	–
Total value used for rating (Rm)	5									
Total land value (Rm)	5									
Total value of improvements (Rm)	5									
Total market value (Rm)	5									
Rating:										
Residential rate used to determine rate for other categories? (Y/N)										
Differential rates used? (Y/N)	5									
Limit on annual rate increase (s20)? (Y/N)										
Special rating area used? (Y/N)										
Phasing-in properties s21 (number)										
Rates policy accompanying budget? (Y/N)										
Fixed amount minimum value (R'000)										
Non-residential prescribed ratio s19? (%)										
Rate revenue:										
Rate revenue budget (R '000)	6									
Rate revenue expected to collect (R'000)	6									
Expected cash collection rate (%)										
Special rating areas (R'000)	7									
Rebates, exemptions - indigent (R'000)										
Rebates, exemptions - pensioners (R'000)										
Rebates, exemptions - bona fide farm. (R'000)										
Rebates, exemptions - other (R'000)										
Phase-in reductions/discounts (R'000)										
Total rebates,exemptns,reductns,discs (R'000)		–	–	–	–	–	–	–	–	–

References

1. All numbers to be expressed as whole numbers except FTEs and Rates in the Rand

2. To give effect to rates policy

3. Full Time Equivalent (FTE) should be expressed to one decimal place and takes into account full time and part time staff

4. Required to implement new system (FTE)

5. Provide relevant information for historical comparisons. Must reconcile to the total of Table SA12

6. Current and budget year must reconcile to Table A4 Budgeted Financial Performance (revenue and expenditure)

7. Included in rate revenue budget

8. In favour of the rate-payer

DC2 Cape Winelands - Supporting Table SA13 Property rates by category (budget year)

Description	Ref	Resi.	Indust.	Bus. & Comm.	Farm props.	State-owned	Muni props.	Public service infra.	Private owned towns	Formal & Informal Settle.	Comm. Land	State trust land	Section 8(2)(n) (note 1)	Protect. Areas	National Monum/ts	Public benefit organs.	Mining Props.
Budget Year 2011/12																	
Valuation:																	
No. of properties																	
No. of sectional title property values																	
No. of unreasonably difficult properties s7(2)																	
No. of supplementary valuations																	
Supplementary valuation (Rm)																	
No. of valuation roll amendments																	
No. of objections by rate-payers																	
No. of appeals by rate-payers																	
No. of appeals by rate-payers finalised																	
No. of successful objections	5																
No. of successful objections > 10%	5																
Estimated no. of properties not valued																	
Years since last valuation (select)																	
Frequency of valuation (select)																	
Method of valuation used (select)																	
Base of valuation (select)																	
Phasing-in properties s21 (number)																	
Combination of rating types used? (Y/N)																	
Flat rate used? (Y/N)																	
Is balance rated by uniform rate/variable rate?																	
Valuation reductions:																	
Valuation reductions-public infrastructure (Rm)																	
Valuation reductions-nature reserves/park (Rm)																	
Valuation reductions-mineral rights (Rm)																	
Valuation reductions-R15,000 threshold (Rm)																	
Valuation reductions-public worship (Rm)																	
Valuation reductions-other (Rm)	2																
Total valuation reductions:																	
Total value used for rating (Rm)	6																
Total land value (Rm)	6																
Total value of improvements (Rm)	6																
Total market value (Rm)	6																
Rating:																	
Average rate	3																
Rate revenue budget (R '000)																	
Rate revenue expected to collect (R'000)																	
Expected cash collection rate (%)	4																
Special rating areas (R'000)																	
Rebates, exemptions - indigent (R'000)																	
Rebates, exemptions - pensioners (R'000)																	
Rebates, exemptions - bona fide farm. (R'000)																	
Rebates, exemptions - other (R'000)																	
Phase-in reductions/discounts (R'000)																	
Total rebates,exemptns,reductns,discs (R'000)																	

References

1. Land & Assistance Act, Restitution of Land Rights, Communual Property Associations

2. Include value of additional reductions is 'free' value greater than MPRA minimum.

3. Average rate - cents in the Rand. Eg 10.26 cents in the Rand is 0.1026, expressed to 6 decimal places maximum

4. Include arrears collections

5. In favour of the rate-payer

6. Provide relevant information for historical comparisons.

DC2 Cape Winelands - Supporting Table SA12 Property rates by category (current year)

Description	Ref	Resi.	Indust.	Bus. & Comm.	Farm props.	State-owned	Muni props.	Public service infra.	Private owned towns	Formal & Informal Settle.	Comm. Land	State trust land	Section 8(2)(n) (note 1)	Protect. Areas	National Monum/ts	Public benefit organs.	Mining Props.
Current Year 2010/11																	
Valuation:																	
No. of properties																	
No. of sectional title property values																	
No. of unreasonably difficult properties s7(2)																	
No. of supplementary valuations																	
Supplementary valuation (Rm)																	
No. of valuation roll amendments																	
No. of objections by rate-payers																	
No. of appeals by rate-payers																	
No. of appeals by rate-payers finalised																	
No. of successful objections	5																
No. of successful objections > 10%	5																
Estimated no. of properties not valued																	
Years since last valuation (select)																	
Frequency of valuation (select)																	
Method of valuation used (select)																	
Base of valuation (select)																	
Phasing-in properties s21 (number)																	
Combination of rating types used? (Y/N)																	
Flat rate used? (Y/N)																	
Is balance rated by uniform rate/variable rate?																	
Valuation reductions:																	
Valuation reductions-public infrastructure (Rm)																	
Valuation reductions-nature reserves/park (Rm)																	
Valuation reductions-mineral rights (Rm)																	
Valuation reductions-R15,000 threshold (Rm)																	
Valuation reductions-public worship (Rm)																	
Valuation reductions-other (Rm)	2																
Total valuation reductions:		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total value used for rating (Rm)	6																
Total land value (Rm)	6																
Total value of improvements (Rm)	6																
Total market value (Rm)	6																
Rating:																	
Average rate	3																
Rate revenue budget (R '000)																	
Rate revenue expected to collect (R'000)																	
Expected cash collection rate (%)	4																
Special rating areas (R'000)																	
Rebates, exemptions - indigent (R'000)																	
Rebates, exemptions - pensioners (R'000)																	
Rebates, exemptions - bona fide farm. (R'000)																	
Rebates, exemptions - other (R'000)																	
Phase-in reductions/discounts (R'000)																	
Total rebates,exemptns,reductns,discs (R'000)																	

References

1. Land & Assistance Act, Restitution of Land Rights, Communual Property Associations

2. Include value of additional reductions is 'free' value greater than MPRA minimum.

3. Average rate - cents in the Rand. Eg 10.26 cents in the Rand is 0.1026, expressed to 6 decimal places maximum

4. Include arrears collections

DC2 Cape Winelands - Supporting Table SA14 Household bills

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework			
Rand/cent		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12 % incr.	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
	1										
Monthly Account for Household - 'Large' Household											
Rates and services charges:											
Property rates											
Electricity: Basic levy											
Electricity: Consumption											
Water: Basic levy											
Water: Consumption											
Sanitation											
Refuse removal											
Other											
sub-total		–	–	–	–	–	–	–	–	–	–
VAT on Services											
Total large household bill:		–	–	–	–	–	–	–	–	–	–
% increase/-decrease			–	–	–	–	–		–	–	–
	2										
Monthly Account for Household - 'Small' Household											
Rates and services charges:											
Property rates											
Electricity: Basic levy											
Electricity: Consumption											
Water: Basic levy											
Water: Consumption											
Sanitation											
Refuse removal											
Other											
sub-total		–	–	–	–	–	–	–	–	–	–
VAT on Services											
Total small household bill:		–	–	–	–	–	–	–	–	–	–
% increase/-decrease			–	–	–	–	–		–	–	–
	3										
Monthly Account for Household - 'Small' Household receiving free basic services											
Rates and services charges:											
Property rates											
Electricity: Basic levy											
Electricity: Consumption											
Water: Basic levy											
Water: Consumption											
Sanitation											
Refuse removal											
Other											
sub-total		–	–	–	–	–	–	–	–	–	–
VAT on Services											
Total small household bill:		–	–	–	–	–	–	–	–	–	–
% increase/-decrease			–	–	–	–	–		–	–	–

References

1 Use as basis 1 000m² erf, 150m² improvements, 1 000 units electricity and 30kl water.

2 Use as basis 300m² erf, 48m² improvements, 498 units electricity and 25kl water.

3 Use as basis 300m² erf, 48m² improvements, 60kw electricity and 6kl water (TO BE CONFIRMED).

DC2 Cape Winelands - Supporting Table SA15 Investment particulars by type

Investment type	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Parent municipality										
Securities - National Government										
Listed Corporate Bonds										
Deposits - Bank		326 013	347 297	346 422	250 000	250 000	360 000	280 000	140 000	85 000
Deposits - Public Investment Commissioners										
Deposits - Corporation for Public Deposits										
Bankers Acceptance Certificates										
Negotiable Certificates of Deposit - Banks										
Guaranteed Endowment Policies (sinking)										
Repurchase Agreements - Banks										
Municipal Bonds										
Municipality sub-total	1	326 013	347 297	346 422	250 000	250 000	360 000	280 000	140 000	85 000
Entities										
Securities - National Government										
Listed Corporate Bonds										
Deposits - Bank										
Deposits - Public Investment Commissioners										
Deposits - Corporation for Public Deposits										
Bankers Acceptance Certificates										
Negotiable Certificates of Deposit - Banks										
Guaranteed Endowment Policies (sinking)										
Repurchase Agreements - Banks										
Entities sub-total		–	–	–	–	–	–	–	–	–
Consolidated total:		326 013	347 297	346 422	250 000	250 000	360 000	280 000	140 000	85 000

References

1. Total investments must reconcile to Budgeted Financial Position ('current' call investment deposits plus 'non-current' investments)

DC2 Cape Winelands - Supporting Table SA16 Investment particulars by maturity

Investments by Maturity	Ref	Period of Investment	Type of Investment	Expiry date of investment	Monetary value	Interest to be realised
Name of institution & investment ID	1	Yrs/Months			Rand thousand	
Parent municipality						
ABSA		152		2011/04/11	10 000	247
ABSA		195		2011/04/19	15 000	502
ABSA		198		2011/06/23	15 000	470
ABSA		225		2011/07/22	15 000	538
ABSA		182		2011/09/07	10 000	295
ENB		167		2011/09/07	10 000	267
ENB		187		2011/04/11	10 000	317
ENB		192		2011/05/05	15 000	476
FNB		196		2011/06/23	15 000	459
INVESTEC		180		2011/05/23	15 000	424
INVESTEC		210		2011/07/07	15 000	501
INVESTEC		196		2011/08/23	18 000	575
INVESTEC		180		2011/08/23	10 000	291
NEDCOR		176		2011/05/05	14 000	438
NEDCOR		210		2011/05/23	15 000	535
NEDCOR		181		2011/09/21	8 000	235
STANDARD BANK		194		2011/05/23	15 000	484
STANDARD BANK		208		2011/06/06	15 000	519
STANDARD BANK		177		2011/07/07	15 000	413
STANDARD BANK		164		2011/07/07	15 000	391
STANDARD BANK		179		2011/07/22	10 000	287
Municipality sub-total					280 000	8 663
Entities						
Entities sub-total					–	–
TOTAL INVESTMENTS AND INTEREST	1				280 000	8 663

References

1. Total investments must reconcile to all items in Table SA15 for the Current Year (30 June)

2. List investments in expiry date order

DC2 Cape Winelands - Supporting Table SA17 Borrowing

Borrowing - Categorised by type	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Parent municipality										
Long-Term Loans (annuity/reducing balance)										
Long-Term Loans (non-annuity)										
Local registered stock										
Instalment Credit										
Financial Leases										
PPP liabilities										
Finance Granted By Cap Equipment Supplier										
Marketable Bonds										
Non-Marketable Bonds										
Bankers Acceptances										
Financial derivatives										
Other Securities										
Municipality sub-total	1	–	–	–	–	–	–	–	–	–
Entities										
Long-Term Loans (annuity/reducing balance)										
Long-Term Loans (non-annuity)										
Local registered stock										
Instalment Credit										
Financial Leases										
PPP liabilities										
Finance Granted By Cap Equipment Supplier										
Marketable Bonds										
Non-Marketable Bonds										
Bankers Acceptances										
Financial derivatives										
Other Securities										
Entities sub-total	1	–	–	–	–	–	–	–	–	–
Total Borrowing	1	–	–	–	–	–	–	–	–	–

References

1. Total borrowing must reconcile to Budgeted Financial Position (Borrowing - non-current)

DC2 Cape Winelands - Supporting Table SA18 Transfers and grant receipts

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
RECEIPTS:	1, 2									
Operating Transfers and Grants										
National Government:		148 571	172 889	194 153	201 719	201 719	201 719	209 006	209 385	229 726
Local Government Equitable Share		2 582	6 485	8 520	12 717	12 717	12 717	12 461	13 209	10 664
RSC Levy Replacement		143 203	161 122	177 467	182 783	182 783	182 783	188 278	193 926	205 562
Finance Management		500	500	750	1 000	1 000	1 000	1 250	1 250	12 500
Municipal Systems Improvement		1 000	735	735	750	750	750	790	1 000	1 000
Department of Water Affairs and Forestery		573	400	–		–	–	–	–	–
Municipal Infrastructure Grant		714	3 647	6 681	4 469	4 469	4 469	6 227	–	–
Provincial Government:		1 875	400	3 445	2 048	2 048	2 048	4 500	–	–
Planning Grant		500	–	–	–	–	–	–	–	–
Ward Committee Summit		–	100	–	–	–	–	–	–	–
Department of Environmental Affairs		–	100	–	–	–	–	–	–	–
Consumer Housing Education		200	–	35	–	–	–	–	–	–
Training of Housing Officials		–	200	–	–	–	–	–	–	–
Water and Sanitation Management		–	–	350	–	–	–	–	–	–
BOCMA Donation		–	–	60	–	–	–	–	–	–
Bulk Infrastructure Grant		–	–	1 000	1 000	1 000	1 000	3 000	–	–
Fire Assistance		–	–	–	333	333	333	–	–	–
Public Transport Regulation		1 175	–	2 000	715	715	715	1 500	–	–
District Municipality:		–	–	–	–	–	–	–	–	–
[insert description]										
Other grant providers:		–	–	–	–	–	–	1 350	1 900	2 450
Public								1 350	1 900	2 450
								–	–	–
Total Operating Transfers and Grants	5	150 446	173 289	197 598	203 767	203 767	203 767	214 856	211 285	232 176
Capital Transfers and Grants										
National Government:		–	–	–	–	–	–	–	–	–
Other capital transfers/grants [insert desc]										
Provincial Government:		–	–	–	–	–	–	–	–	–
Other capital transfers/grants [insert description]										
District Municipality:		–	–	–	–	–	–	–	–	–
[insert description]										
Other grant providers:		–	–	–	–	–	–	–	–	–
Public										
Total Capital Transfers and Grants	5	–	–	–	–	–	–	–	–	–
TOTAL RECEIPTS OF TRANSFERS & GRANTS		150 446	173 289	197 598	203 767	203 767	203 767	214 856	211 285	232 176

References

1. Each transfer/grant is listed by name as gazetted together with the name of the transferring department or municipality, donor or other organisation

2. Amounts actually RECEIVED; not revenue recognised (objective is to confirm grants transferred)

3. Replacement of RSC levies

4. Housing subsidies for housing where ownership transferred to organisations or persons outside the control of the municipality

5. Total transfers and grants must reconcile to Budgeted Cash Flows

6. Motor vehicle licensing refunds to be included under 'agency' services (Not Grant Receipts)

DC2 Cape Winelands - Supporting Table SA19 Expenditure on transfers and grant programme

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
EXPENDITURE:	1									
Operating expenditure of Transfers and Grants										
National Government:		148 554	172 898	194 133	201 719	201 719	201 719	209 006	209 385	229 726
Local Government Equitable Share		2 582	6 485	8 520	12 717	12 717	12 717	12 461	13 209	10 664
RSC Levy Replacement		143 203	161 122	177 467	182 783	182 783	182 783	188 278	193 926	205 562
Finance Management		500	500	750	1 000	1 000	1 000	1 250	1 250	12 500
Municipal Systems Improvement		1 000	735	715	750	750	750	790	1 000	1 000
Department of Water Affairs and Forestery		555	408	–						
Municipal Infrastructure Grant		714	3 647	6 681	4 469	4 469	4 469	6 227	–	–
Provincial Government:		841	1 241	–	2 048	2 048	–	4 500	–	–
Planning Grant		–	321	–	–	–	–	–	–	–
Roads Signage		20	–	–	–	–	–	–	–	–
Ward Committee Summit		–	77	–	–	–	–	–	–	–
Consumer Housing Education		191	–	35	–	–	–	–	–	–
Training of Housing Officials		146	152	–	–	–	–	–	–	–
Public Transport Regulation		485	690	700	715	715	715	1 500	–	–
Water and Sanitation Management		–	–	161	–	–	–	–	–	–
BOCMA Donation		–	–	–	–	–	–	–	–	–
Bulk Infrastructure Grant		–	–	484	1 000	1 000	1 000	3 000	–	–
Fire Assistance		–	–	–	333	333	333	–	–	–
District Municipality:		–	–	–				–	–	–
District Municipality:		–	–	–	–	–	–	–	–	–
[insert description]										
Other grant providers:		–	–	–	–	–	–	1 350	1 900	2 450
Public								1 350	1 900	2 450
Total operating expenditure of Transfers and Grants:		149 395	174 138	194 133	203 767	203 767	201 719	214 856	211 285	232 176
Capital expenditure of Transfers and Grants										
National Government:		–	–	–	–	–	–	–	–	–
Other capital transfers/grants [insert desc]										
Provincial Government:		–	–	–	–	–	–	–	–	–
Other capital transfers/grants [insert description]										
District Municipality:		–	–	–	–	–	–	–	–	–
[insert description]										
Other grant providers:		–	–	–	–	–	–	–	–	–
Public										
Total capital expenditure of Transfers and Grants		–	–	–	–	–	–	–	–	–
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		149 395	174 138	194 133	203 767	203 767	201 719	214 856	211 285	232 176

References

1. Expenditure must be separately listed for each transfer or grant received or recognised

DC2 Cape Winelands - Supporting Table SA20 Reconciliation of transfers, grant receipts and unspent funds

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Operating transfers and grants:	1,3									
National Government:										
Balance unspent at beginning of the year		7 196	8 063	2 552	2 697	2 697	2 697	–	–	–
Current year receipts		156 813	172 889	194 153	209 006	209 006	209 006	209 006	209 385	229 726
Conditions met - transferred to revenue		155 947	178 401	194 008	211 703	211 703	211 703	209 006	209 385	229 726
Conditions still to be met - transferred to liabilities		8 063	2 552	2 697	–	–	–			
Provincial Government:										
Balance unspent at beginning of the year		5 735	7 030	5 349	4 803	4 803	4 803	–	–	–
Current year receipts		3 417	4 448	3 445	2 048	2 048	2 048	4 500	–	–
Conditions met - transferred to revenue		2 122	6 128	3 992	6 851	6 851	6 851	4 500	–	–
Conditions still to be met - transferred to liabilities		7 030	5 349	4 803	–	–	–			
District Municipality:										
Balance unspent at beginning of the year										
Current year receipts										
Conditions met - transferred to revenue		–	–	–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities										
Other grant providers:										
Balance unspent at beginning of the year		–	–	1 113	176	176	176	–	–	–
Current year receipts		7 371	–	217	–	–	–	1 350	1 900	2 450
Conditions met - transferred to revenue		7 371	(1 113)	1 154	176	176	176	1 350	1 900	2 450
Conditions still to be met - transferred to liabilities		–	1 113	176	–	–	–			
Total operating transfers and grants revenue		165 439	183 416	199 154	218 729	218 729	218 729	214 856	211 285	232 176
Total operating transfers and grants - CTBM	2	15 093	9 014	7 675	–	–	–	–	–	–
Capital transfers and grants:	1,3									
National Government:										
Balance unspent at beginning of the year		–	–	–	–	–	–	–	–	–
Current year receipts			3 668					–	–	–
Conditions met - transferred to revenue		–	3 668	–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities										
Provincial Government:										
Balance unspent at beginning of the year										
Current year receipts		377								
Conditions met - transferred to revenue		377	–	–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities										
District Municipality:										
Balance unspent at beginning of the year										
Current year receipts										
Conditions met - transferred to revenue		–	–	–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities										
Other grant providers:										
Balance unspent at beginning of the year										
Current year receipts										
Conditions met - transferred to revenue		–	–	–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities										
Total capital transfers and grants revenue		377	3 668	–	–	–	–	–	–	–
Total capital transfers and grants - CTBM	2	–	–	–	–	–	–	–	–	–
TOTAL TRANSFERS AND GRANTS REVENUE		165 816	187 084	199 154	218 729	218 729	218 729	214 856	211 285	232 176
TOTAL TRANSFERS AND GRANTS - CTBM		15 093	9 014	7 675	–	–	–	–	–	–

References

1. Total capital transfers and grants revenue must reconcile to Budgeted Financial Performance and Financial Position; total recurrent grants revenue must reconcile to Budgeted Financial Performance

2. CTBM = conditions to be met

3. National Treasury database will require this reconciliation for each transfer/grant

DC2 Cape Winelands - Supporting Table SA21 Transfers and grants made by the municipality

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Transfers to other municipalities										
Insert description	1									
TOTAL TRANSFERS TO MUNICIPALITIES:		–	–	–	–	–	–	–	–	–
Transfers to Entities/Other External Mechanisms										
Insert description	2									
TOTAL TRANSFERS TO ENTITIES/EMs'		–	–	–	–	–	–	–	–	–
Transfers to other Organs of State										
Insert description	3									
TOTAL TRANSFERS TO OTHER ORGANS OF STATE:		–	–	–	–	–	–	–	–	–
Grants to Organisations/ Groups of Individuals										
Insert description	4									
TOTAL GRANTS TO ORGANISATIONS/GROUPS OF INDIVIDUALS:		–	–	–	–	–	–	–	–	–
TOTAL TRANSFERS AND GRANTS	5	–	–	–	–	–	–	–	–	–

References

1. Insert description listed by municipal name and demarcation code of recipient

2. Insert description of each entity or external mechanism (an external mechanism may be provided with resources to ensure a minimum level of service)

3. Insert description of each Organ of State (e.g. transfer to electricity provider to compensate for FBS provided)

4. Insert description of each other organisation (e.g. charity)

5. All descriptions should separate transfers for 'capital purposes' and 'operating purposes'

DC2 Cape Winelands - Supporting Table SA22 Summary councillor and staff benefits

Summary of Employee and Councillor remuneration	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
	1	A	B	C	D	E	F	G	H	I
Councillors (Political Office Bearers plus Other)										
Salary		4 121	4 121	4 995	5 406	4 882	4 730	6 440	6 853	7 092
Pension Contributions		567	493	437	889	833	613	1 013	1 060	1 065
Medical Aid Contributions		–	–	138	155	111	102	184	196	198
Motor vehicle allowance		1 060	946	1 241	1 405	1 263	1 165	1 506	1 610	1 624
Cell phone allowance		–	–	229	245	228	225	278	297	298
Housing allowance		–	–	–	240	71	30	257	275	275
Other benefits or allowances		304	319	22	94	57	34	67	79	82
In-kind benefits		–	–	–	–	–	–	–	–	–
Sub Total - Councillors		6 052	5 879	7 063	8 434	7 445	6 899	9 744	10 370	10 633
% increase	4		(2.9%)	20.1%	19.4%	(11.7%)	(7.3%)	41.2%	6.4%	2.5%
Senior Managers of the Municipality	2									
Salary		2 846	3 082	4 184	5 384	4 680	4 531	5 147	5 498	5 866
Pension Contributions		555	538	495	–	672	618	722	771	823
Medical Aid Contributions		82	94	150	–	125	147	145	155	164
Motor vehicle allowance		418	303	727	–	760	737	658	701	749
Cell phone allowance		–	4	–	–	–	–	–	–	–
Housing allowance		–	–	–	–	–	–	–	–	–
Performance Bonus		579	470	480	613	865	865	929	989	1 047
Other benefits or allowances		519	878	57	145	134	92	142	152	161
In-kind benefits		–	3	–	–	–	–	–	–	–
Sub Total - Senior Managers of Municipality		4 998	5 373	6 093	6 142	7 236	6 990	7 743	8 265	8 810
% increase	4		7.5%	13.4%	0.8%	17.8%	(3.4%)	10.8%	6.7%	6.6%
Other Municipal Staff										
Basic Salaries and Wages		51 751	41 199	66 447	74 420	76 963	67 839	85 349	91 655	96 872
Pension Contributions		9 902	5 860	11 223	12 353	13 895	11 684	15 031	16 070	16 716
Medical Aid Contributions		4 437	3 533	9 693	8 131	12 653	8 970	13 887	15 195	16 183
Motor vehicle allowance		6 171	5 958	8 572	9 942	9 657	8 968	9 689	10 173	10 837
Cell phone allowance		5	–	253	240	290	186	267	291	317
Housing allowance		1 508	1 399	3 433	4 112	4 289	2 983	4 422	4 680	4 929
Overtime		2 158	1 003	2 731	2 669	2 464	2 126	2 728	2 919	3 121
Performance Bonus		–	–	–	–	–	–	–	–	–
Other benefits or allowances		9 141	5 626	12 531	15 482	15 920	12 603	17 473	18 908	20 163
In-kind benefits										
Sub Total - Other Municipal Staff		85 072	64 577	114 884	127 349	136 130	115 360	148 846	159 893	169 138
% increase	4		(24.1%)	77.9%	10.9%	6.9%	(15.3%)	29.0%	7.4%	5.8%
Total Parent Municipality		96 123	75 829	128 040	141 925	150 811	129 249	166 333	178 528	188 581
			(21.1%)	68.9%	10.8%	6.3%	(14.3%)	28.7%	7.3%	5.6%
Board Members of Entities										
Salary										
Pension Contributions										
Medical Aid Contributions										
Motor vehicle allowance										
Cell phone allowances										
Housing allowance										
Board Fees										
Other benefits and allowances										
In-kind benefits										
Sub Total - Board Members of Entities		–	–	–	–	–	–	–	–	–
% increase	4		–	–	–	–	–	–	–	–
Senior Managers of Entities										
Salary										
Pension Contributions										
Medical Aid Contributions										
Motor vehicle allowance										
Cell phone allowances										
Housing allowance										
Performance Bonus										
Other benefits or allowances										
In-kind benefits										
Sub Total - Senior Managers of Entities		–	–	–	–	–	–	–	–	–
% increase	4		–	–	–	–	–	–	–	–

Other Staff of Entities										
Basic Salaries and Wages										
Pension Contributions										
Medical Aid Contributions										
Motor vehicle allowance										
Cell phone allowances										
Housing allowance										
Overtime										
Performance Bonus										
Other benefits or allowances										
In-kind benefits										
Sub Total - Other Staff of Entities		–	–	–	–	–	–	–	–	–
% increase	4		–	–	–	–	–	–	–	–
Total Municipal Entities		–	–	–	–	–	–	–	–	–
TOTAL SALARY, ALLOWANCES & BENEFITS		96 123	75 829	128 040	141 925	150 811	129 249	166 333	178 528	188 581
% increase	4		(21.1%)	68.9%	10.8%	6.3%	(14.3%)	28.7%	7.3%	5.6%
TOTAL MANAGERS AND STAFF	5	90 070	69 950	120 977	133 491	143 366	122 350	156 589	168 158	177 948

References

1. Include 'Loans and advances' where applicable if any reportable amounts until phased compliance with s164 of MFMA achieved

2. s57 of the Systems Act

3. If benefits in kind are provided (e.g. provision of living quarters) the full market value must be shown as the cost to the municipality

4. B/A, C/B, D/C, E/C, F/C, G/D, H/D, I/D

5. Must agree to the sub-total appearing on Table A1 (Employee costs)

Column Definitions:

A, B and C. Audited actual as per the audited financial statements. If audited amounts are unavailable, unaudited amounts must be provided with a note stating these are unaudited

D. The original budget approved by council for the budget year.

E. The budget for the budget year as adjusted by council resolution in terms of section 28 of the MFMA.

F. An estimate of final actual amounts (pre audit) for the current year at the point in time of preparing the budget for the budget year. This may differ from E.

G. The amount to be appropriated for the budget year.

H and I. The indicative projection

DC2 Cape Winelands - Supporting Table SA23 Salaries, allowances & benefits (political office bearers/councillors/senior managers)

Disclosure of Salaries, Allowances & Benefits 1. Rand per annum	Ref	No. 10	Salary	Contrib. 1.	Allowances	Performance Bonuses	In-kind benefits 2.	Total Package 3.
Councillors	4							
Speaker	5		420 000	100 000	86 700			606 700
Chief Whip								–
Executive Mayor			465 300	106 000	135 200			706 500
Deputy Executive Mayor			420 000	100 000	86 700			606 700
Executive Committee			2 216 000	250 000	1 450 000			3 916 000
Total for all other councillors			2 795 000	258 200	165 300			3 218 500
Total Councillors	9	–	6 316 300	814 200	1 923 900			9 054 400
Senior Managers of the Municipality	6							
Municipal Manager (MM)			852 420	196 000	95 900	155 800	–	1 300 120
Chief Finance Officer			752 600	182 000	23 499	131 700	–	1 089 799
Executive Director: Eng nd Infra. Services			737 000	84 000	131 700	131 800	–	1 084 500
Executive Director: Regional Development and Planning			697 800	135 000	104 000	129 900	–	1 066 700
Executive Director: Rural and Social Development			607 800	145 000	193 900	129 900	–	1 076 600
Executive Director: Corporate Services			697 800	150 000	89 200	129 900	–	1 066 900
List of each offical with packages >= senior manager								
Executive Director: Community snd Developmental Services			801 800	28 200	116 700	120 000	–	1 066 700
								–
								–
								–
								–
								–
								–
								–
								–
								–
								–
Total Senior Managers of the Municipality	9	–	5 147 220	920 200	754 899	929 000	–	7 751 319
A Heading for Each Entity	7, 8							
List each member of board by designation								
								–
								–
								–
								–
								–
								–
								–
								–
								–
								–
								–
								–
								–
Total for municipal entities	9	–	–	–	–	–	–	–
TOTAL COST OF COUNCILLOR, DIRECTOR and EXECUTIVE REMUNERATION		–	11 463 520	1 734 400	2 678 799	929 000	–	16 805 719

References

1. Pension and medical aid

2. If benefits in kind are provided (e.g. provision of living quarters) the full market value must be shown as the cost to the municipality

3. Total package must equal the total cost to the municipality

4. List each political office bearer by designation. Provide a total for all other councillors

5. Political office bearer is defined in MFMA s 1: speaker, executive mayor, deputy executive mayor, member of executive committee, mayor, deputy mayor, member of mayoral committee, the councillor designated to exercise powers and duties of mayor (MSA s 57)

6. Also list each senior manager reporting to MM by designation and each official with package >= senior manager by designation

7. List each entity where municipality has an interest and state percentage ownership and control

8. List each senior manager reporting to the CEO of an Entity by designation

9. Must reconcile to relevant section of Table A24

10. Must reconcile to totals shown for the budget year of Table A22

DC2 Cape Winelands - Supporting Table SA24 Summary of personnel numbers

Summary of Personnel Numbers	Ref	2009/10			Current Year 2010/11			Budget Year 2011/12		
Number	1,2	Positions	Permanent employees	Contract employees	Positions	Permanent employees	Contract employees	Positions	Permanent employees	Contract employees
Municipal Council and Boards of Municipal Entities										
Councillors (Political Office Bearers plus Other Councillors)		–	–	–	–	–	–	–	–	–
Board Members of municipal entities	4	–	–	–	–	–	–	–	–	–
Municipal employees	5	–	–	–	–	–	–	–	–	–
Municipal Manager and Senior Managers	3	7		6	7		7	7		7
Other Managers	7	20	19	–	15	13	–	15	13	–
Professionals		*11*	*11*	–	*12*	*11*	–	*12*	*11*	–
Finance		7	7	–	7	6	–	7	6	–
Spatial/town planning		1	1	–	1	1	–	1	1	–
Information Technology		1	1	–	2	2	–	2	2	–
Roads		2	2	–	2	2	–	2	2	–
Electricity		–	–	–	–	–	–	–	–	–
Water		–	–	–	–	–	–	–	–	–
Sanitation		–	–	–	–	–	–	–	–	–
Refuse		–	–	–	–	–	–	–	–	–
Other		15	14	1	17	16	1	17	16	1
Technicians		*13*	*13*	–	–	–	–	–	–	–
Finance		–	–	–	–	–	–	–	–	–
Spatial/town planning		–	–	–	–	–	–	–	–	–
Information Technology		–	–	–	–	–	–	–	–	–
Roads		13	13	–	–	–	–	–	–	–
Electricity		–	–	–	–	–	–	–	–	–
Water		–	–	–	–	–	–	–	–	–
Sanitation		–	–	–	–	–	–	–	–	–
Refuse		–	–	–	–	–	–	–	–	–
Other		103	96	3	101	90	5	101	90	5
Clerks (Clerical and administrative)		76	63	9	76	62	12	76	62	12
Service and sales workers		58	57	–	1	59	2	1	59	2
Skilled agricultural and fishery workers		–	–	–	–	–	4	–	–	4
Craft and related trades		38	33	3	35	33	3	35	33	3
Plant and Machine Operators		51	44	2	63	57	1	63	57	1
Elementary Occupations		166	163	1	176	145	6	176	145	6
TOTAL PERSONNEL NUMBERS		558	513	25	503	486	41	503	486	41
% increase					(9.9%)	(5.3%)	64.0%	–	–	–
Total municipal employees headcount	6	–	–	–	–	–	–	–	–	–
Finance personnel headcount	8	40	38	–	35	33	1	35	33	1
Human Resources personnel headcount	8	11	10	–	10	9	–	10	9	–

References

1. Positions must be funded and aligned to the municipality's current organisational structure

2. Full Time Equivalent (FTE). E.g. One full time person = 1FTE. A person working half time (say 4 hours out of 8) = 0.5FTE.

3. s57 of the Systems Act

4. Include only in Consolidated Statements

5. Include municipal entity employees in Consolidated Statements

6. Include headcount (number fo persons, Not FTE) of managers and staff only (exclude councillors)

7. Managers who provide the direction of a critical technical function

8. Total number of employees working on these functions

DC2 Cape Winelands - Supporting Table SA25 Budgeted monthly revenue and expenditure

Description	Ref	Budget Year 2011/12												Medium Term Revenue and Expenditure Framework		
R thousand		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Revenue By Source																
Property rates		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Property rates - penalties & collection charges		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - electricity revenue		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - water revenue		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - sanitation revenue		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - refuse revenue		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - other		13	13	13	13	13	13	13	13	13	13	13	13	160	200	200
Rental of facilities and equipment		34	14	14	14	14	14	14	14	14	13	4	4	167	178	178
Interest earned - external investments		2 280	2 391	3 576	1 314	2 659	917	1 704	1 880	2 008	2 023	2 587	1 661	25 000	20 000	20 000
Interest earned - outstanding debtors		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Dividends received		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Fines		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Licences and permits		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Agency services		9 476	9 430	4 902	6 174	8 518	8 921	8 118	6 091	6 565	3 026	5 041	4 752	81 015	88 353	95 638
Transfers recognised - operational		50 628	1 308	1 308	1 308	48 378	1 308	48 378	1 308	48 711	1 308	21 136	8 204	233 285	249 751	255 669
Other revenue		4 307	4 646	3 964	4 296	4 299	4 279	4 274	5 526	4 316	4 321	4 325	7 900	56 454	66 101	67 463
Gains on disposal of PPE		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Revenue (excluding capital transfers and contributio		66 738	17 804	13 777	13 120	63 882	15 452	62 502	14 832	61 628	10 705	33 106	22 534	396 081	424 583	439 148
Expenditure By Type																
Employee related costs		12 344	12 931	12 825	12 745	17 346	12 056	12 603	12 969	12 530	12 380	12 298	13 895	156 922	168 491	178 281
Remuneration of councillors		654	762	811	793	786	789	782	1 169	762	735	690	678	9 411	10 037	10 300
Debt impairment		36	36	36	36	36	36	36	36	36	36	36	73	470	497	525
Depreciation & asset impairment		1 045	1 045	1 045	1 045	1 045	1 045	1 045	1 045	1 045	1 045	1 045	1 640	13 134	15 297	17 518
Finance charges		–	–	–	–	–	–	–	–	–	–	–	28	28	30	32
Bulk purchases		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other materials		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Contracted services		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Transfers and grants		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other expenditure		19 895	13 522	31 445	21 278	28 277	27 995	26 136	28 548	27 238	24 090	24 849	31 795	305 067	328 579	339 274
Loss on disposal of PPE		–	–	–	–	–	–	–	–	–	–	–	2	2	2	2
Total Expenditure		33 973	28 296	46 162	35 897	47 489	41 921	40 602	43 767	41 610	38 285	38 918	48 111	485 033	522 934	545 932
Surplus/(Deficit)		32 765	(10 492)	(32 385)	(22 777)	16 392	(26 469)	21 900	(28 935)	20 018	(27 580)	(5 812)	(25 577)	(88 952)	(98 352)	(106 784)
Transfers recognised - capital		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Contributions recognised - capital		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Contributed assets		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions		32 765	(10 492)	(32 385)	(22 777)	16 392	(26 469)	21 900	(28 935)	20 018	(27 580)	(5 812)	(25 577)	(88 952)	(98 352)	(106 784)
Taxation		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Attributable to minorities													–	–	–	–
Share of surplus/ (deficit) of associate													–	–	–	–
Surplus/(Deficit)	1	32 765	(10 492)	(32 385)	(22 777)	16 392	(26 469)	21 900	(28 935)	20 018	(27 580)	(5 812)	(25 577)	(88 952)	(98 352)	(106 784)

References

1. Surplus (Deficit) must reconcile with Budgeted Financial Performance

DC2 Cape Winelands - Supporting Table SA26 Budgeted monthly revenue and expenditure (municipal vote)

Description	Ref	Budget Year 2011/12												Medium Term Revenue and Expenditure Framework		
R thousand		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Revenue by Vote																
Regional Development and Planning Services		117	708	1 201	1 974	839	167	1 020	2 058	117	114	7 807	970	17 092	17 963	18 879
Community and Developmental Services		–	–	–	–	–	–	–	1 242	160	–	–	60	1 462	200	200
Enginering and Infrastructure Services		445	6 614	465	427	498	473	716	3 163	892	533	1 065	1	15 291	22 918	18 915
Rural and Social Development Services		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Office of the Municipal Manager		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Financial Services		48 519	92	76	76	46 898	70	44 702	–	44 223	101	3 702	2 109	190 568	196 443	208 079
Corporate Services		6 452	5 779	4 179	5 480	7 129	4 963	5 946	5 917	6 670	5 421	15 836	16 880	90 653	98 706	97 438
Roads Agency		11 205	4 611	7 856	5 164	8 518	9 780	10 118	2 453	9 565	4 536	4 696	2 512	81 015	88 353	95 638
Total Revenue by Vote		66 739	17 804	13 777	13 120	63 882	15 452	62 502	14 833	61 628	10 705	33 107	22 532	396 081	424 583	439 148
Expenditure by Vote to be appropriated																
Regional Development and Planning Services		2 413	2 886	3 384	2 690	5 009	3 277	2 535	3 731	4 823	3 795	2 043	4 003	40 590	38 201	40 639
Community and Developmental Services		5 888	3 268	5 826	5 786	10 328	5 808	6 684	9 170	7 115	7 008	12 344	6 370	85 596	87 565	93 123
Enginering and Infrastructure Services		5 985	4 234	8 305	4 914	3 302	7 597	9 244	6 935	5 048	3 816	4 533	847	64 762	87 728	82 888
Rural and Social Development Services		598	1 046	1 420	953	1 230	2 836	805	2 279	1 932	1 077	2 682	5 701	22 560	20 815	22 180
Office of the Municipal Manager		514	504	481	547	936	659	492	650	719	649	633	1 481	8 264	8 472	8 905
Financial Services		1 079	1 253	1 014	1 076	2 330	1 481	993	960	1 043	1 101	1 070	2 425	15 824	16 312	15 480
Corporate Services		5 461	6 785	6 415	6 576	6 949	6 588	5 745	6 548	4 261	5 663	4 526	25 890	91 407	93 736	98 442
Roads Agency		12 035	8 320	19 317	13 354	17 405	13 677	14 105	13 493	16 668	15 175	11 086	1 394	156 030	170 105	184 276
Total Expenditure by Vote		33 973	28 296	46 162	35 897	47 489	41 921	40 602	43 767	41 610	38 285	38 917	48 111	485 033	522 934	545 932
Surplus/(Deficit) before assoc.		32 765	(10 492)	(32 385)	(22 776)	16 392	(26 469)	21 900	(28 934)	20 018	(27 580)	(5 810)	(25 579)	(88 952)	(98 352)	(106 784)
Taxation		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Attributable to minorities													–	–	–	–
Share of surplus/ (deficit) of associate													–	–	–	–
Surplus/(Deficit)	1	32 765	(10 492)	(32 385)	(22 776)	16 392	(26 469)	21 900	(28 934)	20 018	(27 580)	(5 810)	(25 579)	(88 952)	(98 352)	(106 784)

References

1. Surplus (Deficit) must reconcile with Budgeted Financial Performance

DC2 Cape Winelands - Supporting Table SA27 Budgeted monthly revenue and expenditure (standard classification)

Description	Ref	Budget Year 2011/12												Medium Term Revenue and Expenditure Framework		
R thousand		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Revenue - Standard																
Governance and administration		56 690	5 783	4 542	5 484	55 716	4 995	50 638	7 270	51 044	9 022	25 331	4 751	281 266	295 197	305 565
Executive and council		4 236	5 399	4 466	5 323	6 667	4 925	5 712	6 888	8 616	8 757	25 229	2 862	89 083	97 160	95 892
Budget and treasury office		52 454	92	76	76	49 049	70	44 767	382	42 427	101	102	972	190 568	196 443	208 079
Corporate services		–	291	–	85	–	–	159	–	–	164	–	916	1 615	1 594	1 594
Community and public safety		330	271	350	311	382	358	600	1 587	777	418	803	770	6 958	21 487	18 352
Community and social services		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Sport and recreation		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Public safety		13	13	13	13	13	13	13	1 255	13	13	13	73	1 462	200	200
Housing		317	258	337	298	369	345	587	332	764	405	789	697	5 496	21 287	18 152
Health		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Economic and environmental services		9 714	11 746	8 881	7 322	7 779	10 095	11 260	5 972	9 804	1 261	6 969	17 005	107 807	107 849	115 182
Planning and development		3	3	3	–	–	–	6	–	3	–	–	0	18	–	–
Road transport		9 601	11 042	7 685	5 352	6 944	9 933	10 243	3 918	9 690	1 151	1 166	14 040	90 765	89 936	96 353
Environmental protection		110	700	1 193	1 970	835	162	1 010	2 054	110	110	5 803	2 966	17 024	17 913	18 829
Trading services		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Electricity		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Water		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Waste water management		–	–	–		–	–	–	–	–	–	–	–	–	–	–
Waste management		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other		4	4	4	4	4	4	4	4	4	4	4	4	50	50	50
Total Revenue - Standard		66 739	17 804	13 777	13 121	63 882	15 452	62 502	14 833	61 628	10 705	33 107	22 530	396 081	424 583	439 148
Expenditure - Standard																
Governance and administration		7 509	6 763	8 089	7 385	9 508	8 981	7 407	8 495	14 251	7 634	12 477	22 474	120 972	124 638	129 567
Executive and council		2 434	2 149	3 354	2 679	2 975	3 321	2 284	3 382	4 344	2 563	2 003	6 951	38 439	40 903	42 402
Budget and treasury office		1 079	1 253	1 014	1 076	1 330	1 481	993	960	2 043	1 101	1 070	2 425	15 824	16 312	15 480
Corporate services		3 997	3 361	3 721	3 631	5 203	4 179	4 130	4 154	7 863	3 970	9 404	13 098	66 709	67 422	71 686
Community and public safety		8 651	8 085	11 479	9 880	14 313	12 766	15 932	17 262	12 450	10 677	12 033	16 329	149 856	175 929	177 539
Community and social services		650	1 089	1 471	996	1 282	2 892	856	2 329	1 975	1 105	2 749	5 163	22 560	20 815	22 180
Sport and recreation		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Public safety		3 598	3 178	3 555	3 235	5 390	3 193	4 408	6 759	5 803	3 981	3 663	5 339	52 101	53 890	57 321
Housing		2 164	1 771	4 233	3 141	3 755	4 122	8 443	5 813	2 403	2 592	3 006	2 083	43 525	69 121	63 903
Health		2 238	2 046	2 220	2 508	3 885	2 559	2 225	2 362	2 269	2 999	2 614	3 744	31 670	32 104	34 135
Economic and environmental services		17 373	12 908	25 894	17 654	22 748	19 478	16 740	17 350	13 888	19 144	13 936	9 134	206 248	213 627	229 679
Planning and development		841	863	670	732	632	1 103	302	1 184	501	1 026	702	1 107	9 664	10 136	10 806
Road transport		15 400	10 562	23 209	15 940	18 659	16 898	14 727	14 279	10 087	16 178	12 362	4 964	173 265	184 167	198 187
Environmental protection		1 132	1 483	2 015	982	3 458	1 477	1 711	1 886	3 301	1 939	872	3 063	23 319	19 325	20 686
Trading services		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Electricity		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Water		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Waste water management		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Waste management		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other		440	540	700	978	921	697	524	661	1 021	831	472	173	7 957	8 740	9 146
Total Expenditure - Standard		33 973	28 296	46 162	35 897	47 489	41 922	40 602	43 767	41 611	38 285	38 918	48 109	485 033	522 934	545 932
Surplus/(Deficit) before assoc.		32 766	(10 492)	(32 385)	(22 776)	16 392	(26 470)	21 900	(28 934)	20 017	(27 580)	(5 811)	(25 579)	(88 952)	(98 352)	(106 784)
Share of surplus/ (deficit) of associate				0	0	0	(0)	(0)	0	(0)	0	(0)	0	–	–	–
Surplus/(Deficit)	1	32 766	(10 492)	(32 385)	(22 776)	16 393	(26 470)	21 899	(28 934)	20 017	(27 580)	(5 811)	(25 579)	(88 952)	(98 352)	(106 784)

References

1. Surplus (Deficit) must reconcile with Budeted Financial Performance

DC2 Cape Winelands - Supporting Table SA28 Budgeted monthly capital expenditure (municipal vote)

Description	Ref	Budget Year 2011/12												Medium Term Revenue and Expenditure Framework		
R thousand		July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Multi-year expenditure *to be appropriated*	1															
Regional Development and Planning Services		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Community and Developmental Services		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Enginering and Infrastructure Services		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Rural and Social Development Services		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Office of the Municipal Manager		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Financial Services		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Corporate Services		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Roads Agency		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Capital multi-year expenditure sub-total	2	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Single-year expenditure *to be appropriated*																
Regional Development and Planning Services		–	887	–	–	–	–	23	229	–	–	–	–	1 139	1 771	1 923
Community and Developmental Services		–	5 167	–	–	–	–	–	–	–	–	–	–	5 167	6 001	5 621
Enginering and Infrastructure Services		–	64	2 585	–	–	2 925	–	–	–	–	–	–	5 574	22 675	29 666
Rural and Social Development Services		–	138	8	–	–	–	–	–	–	–	–	–	146	–	–
Office of the Municipal Manager		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Financial Services		–	–	3	–	–	–	–	–	–	–	–	–	3	–	–
Corporate Services		228	484	1 639	–	–	–	7	–	–	–	–	–	2 357	1 120	605
Roads Agency		–	570	–	–	–	–	–	–	–	–	–	–	570	411	514
Capital single-year expenditure sub-total	2	228	7 309	4 235	–	–	2 925	30	229	–	–	–	–	14 955	31 978	38 328
Total Capital Expenditure	2	228	7 309	4 235	–	–	2 925	30	229	–	–	–	–	14 955	31 978	38 328

References

1. Table should be completed as either Multi-Year expenditure appropriation or Budget Year and Forward Year estimates

2. Total Capital Expenditure must reconcile to Budgeted Capital Expenditure

DC2 Cape Winelands - Supporting Table SA29 Budgeted monthly capital expenditure (standard classification)

Description	Ref	Budget Year 2011/12												Medium Term Revenue and Expenditure Framework		
R thousand		July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Capital Expenditure - Standard	1															
Governance and administration		228	484	1 642	–	–	2 925	7	–	–	–	–	–	5 285	3 395	3 175
Executive and council		–	4	41	–	–	–	–	–	–	–	–	–	45	27	28
Budget and treasury office		–	–	3	–	–	–	–	–	–	–	–	–	3	–	–
Corporate services		228	480	1 598	–	–	2 925	7	–	–	–	–	–	5 237	3 368	3 147
Community and public safety		–	5 305	8	–	–	–	–	–	–	–	–	–	5 313	6 001	5 621
Community and social services		–	138	8	–	–	–	–	–	–	–	–	–	146	–	–
Sport and recreation		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Public safety		–	5 017	–	–	–	–	–	–	–	–	–	–	5 017	6 001	5 621
Housing		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Health		–	150	–	–	–	–	–	–	–	–	–	–	150	1	–
Economic and environmental services		–	1 520	2 585	–	–	–	23	216	–	–	–	–	4 344	22 482	29 433
Planning and development		–	641	2 585	–	–	–	23	216	–	–	–	–	3 465	22 027	28 861
Road transport		–	574	–	–	–	–	–	–	–	–	–	–	574	411	514
Environmental protection		–	305	–	–	–	–	–	–	–	–	–	–	305	44	57
Trading services		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Electricity		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Water		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Waste water management		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Waste management		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	14	–	–	–	–	14	100	100
Total Capital Expenditure - Standard	2	228	7 309	4 235	–	–	2 925	30	229	–	–	–	–	14 955	31 978	38 328

References

1. Table should be completed as either Multi-Year expenditure appropriation or Budget Year and Forward Year estimates

2. Total Capital Expenditure must reconcile to Budgeted Capital Expenditure

DC2 Cape Winelands - Supporting Table SA30 Budgeted monthly cash flow

MONTHLY CASH FLOWS	Budget Year 2011/12												Medium Term Revenue and Expenditure Framework		
R thousand	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Cash Receipts By Source													1		
Property rates	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Property rates - penalties & collection charges	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - electricity revenue	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - water revenue	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - sanitation revenue	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - refuse revenue	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - other	13	13	13	13	13	13	13	13	13	13	13	13	160	200	200
Rental of facilities and equipment	14	14	14	14	14	14	14	14	14	14	14	14	167	178	178
Interest earned - external investments	2 083	2 083	2 083	2 083	2 083	2 083	2 083	2 083	2 083	2 083	2 083	2 083	25 000	20 000	20 000
Interest earned - outstanding debtors	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Dividends received	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Fines	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Licences and permits	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Agency services	9 476	9 430	4 902	6 174	8 518	8 921	8 118	6 091	6 565	3 026	5 041	4 752	81 015	88 353	95 240
Transfer receipts - operational	50 628	1 308	1 308	1 308	48 378	1 308	48 378	1 308	48 711	1 308	21 136	8 204	233 285	249 751	255 669
Other revenue	174	174	174	174	174	174	174	174	174	174	174	174	2 090	1 503	199
Cash Receipts by Source	62 388	13 024	8 495	9 767	59 181	12 514	58 781	9 684	57 561	6 619	28 461	15 241	341 717	359 984	371 486
Other Cash Flows by Source															
Transfer receipts - capital	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Contributions recognised - capital & Contributed assets	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Proceeds on disposal of PPE	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Short term loans	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Borrowing long term/refinancing	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Increase (decrease) in consumer deposits	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Decrease (Increase) in non-current debtors	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Decrease (increase) other non-current receivables	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Decrease (increase) in non-current investments	(20 000)	30 000	30 000	20 000	(15 000)	20 000	(20 000)	–	(40 000)	–	–	(30 000)	(25 000)	(25 000)	(25 000)
Total Cash Receipts by Source	42 388	43 024	38 495	29 767	44 181	32 514	38 781	9 684	17 561	6 619	28 461	(14 759)	316 717	334 984	346 486
Cash Payments by Type															
Employee related costs	12 344	12 931	12 825	12 745	17 346	12 056	12 603	12 969	12 530	12 380	12 298	3 895	146 922	166 491	148 281
Remuneration of councillors	654	762	811	793	786	789	782	1 169	762	735	690	678	9 411	10 037	10 300
Collection costs	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Interest paid	2	2	2	2	2	2	2	2	2	2	2	2	28	30	32
Bulk purchases - Electricity	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Bulk purchases - Water & Sewer	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other materials	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Contracted services	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Grants and subsidies paid - other municipalities	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Grants and subsidies paid - other	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
General expenses	12 921	12 921	12 921	12 921	12 921	12 921	12 921	12 921	12 921	12 921	12 921	12 921	155 046	169 179	189 274
Cash Payments by Type	25 921	26 616	26 559	26 460	31 054	25 769	26 308	27 061	26 215	26 038	25 910	17 496	311 407	345 737	347 887
Other Cash Flows/Payments by Type															
Capital assets	228	7 309	4 235	–	–	2 925	30	229	–	–	–	–	14 955	31 978	38 328
Repayment of borrowing	17	17	17	17	17	17	17	17	17	17	17	17	206	215	214
Other Cash Flows/Payments	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Cash Payments by Type	26 166	33 942	30 811	26 478	31 072	28 711	26 355	27 307	26 232	26 055	25 927	17 513	326 568	377 930	386 429
NET INCREASE/(DECREASE) IN CASH HELD	16 223	9 082	7 684	3 290	13 109	3 803	12 426	(17 623)	(8 671)	(19 436)	2 534	(32 273)	(9 851)	(42 946)	(39 943)
Cash/cash equivalents at the month/year begin:	349 251	365 473	374 555	382 240	385 529	398 639	402 442	414 868	397 244	388 574	369 138	371 672	349 251	339 400	296 454
Cash/cash equivalents at the month/year end:	365 473	374 555	382 240	385 529	398 639	402 442	414 868	397 244	388 574	369 138	371 672	339 400	339 400	296 454	256 511

DC2 Cape Winelands - NOT REQUIRED - municipality does not have entities

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R million		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Financial Performance										
Property rates										
Service charges										
Investment revenue										
Transfers recognised - operational										
Other own revenue										
Contributions recognised - capital & contributed assets										
Total Revenue (excluding capital transfers and contributions)		–	–	–	–	–	–	–	–	–
Employee costs										
Remuneration of Board Members										
Depreciation & asset impairment										
Finance charges										
Materials and bulk purchases										
Transfers and grants										
Other expenditure										
Total Expenditure		–	–	–	–	–	–	–	–	–
Surplus/(Deficit)		–	–	–	–	–	–	–	–	–
Capital expenditure & funds sources										
Capital expenditure										
Transfers recognised - operational										
Public contributions & donations										
Borrowing										
Internally generated funds										
Total sources		–	–	–	–	–	–	–	–	–
Financial position										
Total current assets										
Total non current assets										
Total current liabilities										
Total non current liabilities										
Equity										
Cash flows										
Net cash from (used) operating										
Net cash from (used) investing										
Net cash from (used) financing										
Cash/cash equivalents at the year end										

DC2 Cape Winelands - Supporting Table SA32 List of external mechanisms

External mechanism Name of organisation	Yrs/ Mths	Period of agreement 1. Number	Service provided	Expiry date of service delivery agreement or contract	Monetary value of agreement 2. R thousand

References

1. Total agreement period from commencement until enc

2. Annual value

DC2 Cape Winelands - Supporting Table SA33 Contracts having future budgetary implications

Description	Ref	Preceding Years	Current Year 2010/11	2011/12 Medium Term Revenue & Expenditure Framework			Forecast 2014/15	Forecast 2015/16	Forecast 2016/17	Forecast 2017/18	Forecast 2018/19	Forecast 2019/20	Forecast 2020/21	Total Contract Value
R thousand	1,3	Total	Original Budget	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate
Parent Municipality:														
Revenue Obligation By Contract	2													
Contract 1														–
Contract 2														–
Contract 3 etc														–
Total Operating Revenue Implication		–	–	–	–	–	–	–	–	–	–	–	–	–
Expenditure Obligation By Contract	2													
Contract 1														–
Contract 2														–
Contract 3 etc														–
Total Operating Expenditure Implication		–	–	–	–	–	–	–	–	–	–	–	–	–
Capital Expenditure Obligation By Contract	2													
Contract 1														–
Contract 2														–
Contract 3 etc														–
Total Capital Expenditure Implication		–	–	–	–	–	–	–	–	–	–	–	–	–
Total Parent Expenditure Implication		–	–	–	–	–	–	–	–	–	–	–	–	–
Entities:														
Revenue Obligation By Contract	2													
Contract 1														–
Contract 2														–
Contract 3 etc														–
Total Operating Revenue Implication		–	–	–	–	–	–	–	–	–	–	–	–	–
Expenditure Obligation By Contract	2													
Contract 1														–
Contract 2														–
Contract 3 etc														–
Total Operating Expenditure Implication		–	–	–	–	–	–	–	–	–	–	–	–	–
Capital Expenditure Obligation By Contract	2													
Contract 1														–
Contract 2														–
Contract 3 etc														–
Total Capital Expenditure Implication		–	–	–	–	–	–	–	–	–	–	–	–	–
Total Entity Expenditure Implication		–	–	–	–	–	–	–	–	–	–	–	–	–

References

1. Total implication for all preceding years to be summed and total stated in 'Preceding Years' colum

2. List all contracts with future financial obligations beyond the three years covered by the MTREF (MFMA s33

DC2 Cape Winelands - Supporting Table SA34a Capital expenditure on new assets by asset class

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Capital expenditure on new assets by Asset Class/Sub-class										
Infrastructure		–	84	–	550	–	–	75	2 530	6 696
Infrastructure - Road transport		–	84	–	–	–	–	–	30	–
Roads, Pavements & Bridges		–	84	–	–	–	–	–	30	–
Storm water		–	–	–	–	–	–	–	–	–
Infrastructure - Electricity		–	–	–	–	–	–	75	–	–
Generation		–	–	–	–	–	–	–	–	–
Transmission & Reticulation		–	–	–	–	–	–	75	–	–
Street Lighting		–	–	–	–	–	–	–	–	–
Infrastructure - Water		–	–	–	–	–	–	–	–	–
Dams & Reservoirs		–	–	–	–	–	–	–	–	–
Water purification		–	–	–	–	–	–	–	–	–
Reticulation		–	–	–	–	–	–	–	–	–
Infrastructure - Sanitation		–	–	–	550	–	–	–	1 000	2 696
Reticulation		–	–	–	400	–	–	–	1 000	2 696
Sewerage purification		–	–	–	150	–	–	–	–	–
Infrastructure - Other		–	–	–	–	–	–	–	1 500	4 000
Waste Management		–	–	–	–	–	–	–	–	–
Transportation	2	–	–	–	–	–	–	–	–	–
Gas		–	–	–	–	–	–	–	–	–
Other	3	–	–	–	–	–	–	–	1 500	4 000
Community		–	711	678	330	269	–	121	100	3 013
Parks & gardens		–	–	–	–	–	–	–	–	–
Sportsfields & stadia		–	–	–	–	–	–	–	–	–
Swimming pools		–	–	–	–	–	–	–	–	–
Community halls		–	–	–	–	–	–	–	–	–
Libraries		–	–	–	–	–	–	–	–	–
Recreational facilities		–	–	–	–	–	–	–	–	–
Fire, safety & emergency		–	711	678	330	269	–	121	100	–
Security and policing		–	–	–	–	–	–	–	–	–
Buses	7	–	–	–	–	–	–	–	–	–
Clinics		–	–	–	–	–	–	–	–	–
Museums & Art Galleries		–	–	–	–	–	–	–	–	–
Cemeteries		–	–	–	–	–	–	–	–	–
Social rental housing	8	–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	3 013
Heritage assets		–	–	–	–	–	–	–	–	–
Buildings		–	–	–	–	–	–	–	–	–
Other	9	–	–	–	–	–	–	–	–	–
Investment properties		–	–	–	–	–	–	–	–	–
Housing development		–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
Other assets		–	13 214	6 487	17 532	11 524	11 794	14 760	29 348	28 620
General vehicles		–	1 338	1 868	555	523	523	520	1 090	210
Specialised vehicles	10	–	2 283	2 194	–	–	–	3 350	3 500	1 000
Plant & equipment		–	4 972	2 291	3 139	3 356	3 356	4 442	2 466	6 076
Computers - hardware/equipment		–	–	–	–	–	–	–	–	–
Furniture and other office equipment		–	1 987	633	1 153	1 502	1 502	1 463	815	684
Abattoirs		–	–	–	–	–	–	–	–	–
Markets		–	–	–	–	–	–	–	–	–
Civic Land and Buildings		–	–	–	–	–	–	–	–	–
Other Buildings		–	–	–	–	–	–	–	–	–
Other Land		–	–	–	–	–	–	–	–	–
Surplus Assets - (Investment or Inventory)		–	–	–	–	–	–	–	–	–
Other		–	2 635	(499)	12 684	6 144	6 414	4 985	21 477	20 649
Agricultural assets		–	–	–	–	–	–	–	–	–
Agricultural 1		–	–	–	–	–	–	–	–	–
Agricultural 2		–	–	–	–	–	–	–	–	–
Biological assets		–	–	–	–	–	–	–	–	–
Biological 1		–	–	–	–	–	–	–	–	–
Biological 2		–	–	–	–	–	–	–	–	–
Intangibles		–	–	–	–	–	–	–	–	–
Computers - software & programming		–	–	–	–	–	–	–	–	–
Total specified assets		–	–	–	–	–	–	–	–	–
Total Capital Expenditure on new assets	1	–	14 010	7 165	18 412	11 793	11 794	14 955	31 978	38 328
Specialised vehicles		–	2 283	2 194	–	–	–	5 905	3 281	6 761
Refuse		–	–	–	–	–	–	–	–	–
Fire		–	2 283	2 194	–	–	–	3 350	3 500	1 000
Conservancy		–	–	–	–	–	–	–	–	–
Ambulances		–	–	–	–	–	–	–	–	–

References

1. Total Capital Expenditure on new assets (SA34a) plus Total Capital Expenditure on renewal of existing assets (SA34b) must reconcile to total capital expenditure in Budgeted Capital Expenditure

2. Airports, Car Parks, Bus Terminals and Taxi Ranks

3. For example - technology backbones (e.g. fibre optic, WIFI infrastructure) for economic development purposes

4. Work-in-progress/under construction to be budgeted under the respective item

5. Infrastructure includes 'land and buildings required' by that infrastructure and vehicles/plant & equipment used by the service generated by that infrastructure

6. Donated/contributed & leased assets to be included within the respective sub-class

DC2 Cape Winelands - Supporting Table SA34b Capital expenditure on the renewal of existing assets by asset class

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Capital expenditure on renewal of existing assets by Asset Class/Sub-class										
Infrastructure		–	–	–	–	–	–	–	–	–
Infrastructure - Road transport		–	–	–	–	–	–	–	–	–
Roads, Pavements & Bridges		–	–	–	–	–	–	–	–	–
Storm water		–	–	–	–	–	–	–	–	–
Infrastructure - Electricity		–	–	–	–	–	–	–	–	–
Generation		–	–	–	–	–	–	–	–	–
Transmission & Reticulation		–	–	–	–	–	–	–	–	–
Street Lighting		–	–	–	–	–	–	–	–	–
Infrastructure - Water		–	–	–	–	–	–	–	–	–
Dams & Reservoirs		–	–	–	–	–	–	–	–	–
Water purification		–	–	–	–	–	–	–	–	–
Reticulation		–	–	–	–	–	–	–	–	–
Infrastructure - Sanitation		–	–	–	–	–	–	–	–	–
Reticulation		–	–	–	–	–	–	–	–	–
Sewerage purification		–	–	–	–	–	–	–	–	–
Infrastructure - Other		–	–	–	–	–	–	–	–	–
Waste Management		–	–	–	–	–	–	–	–	–
Transportation	2	–	–	–	–	–	–	–	–	–
Gas		–	–	–	–	–	–	–	–	–
Other	3	–	–	–	–	–	–	–	–	–
Community		–	–	–	–	–	–	–	–	–
Parks & gardens		–	–	–	–	–	–	–	–	–
Sportsfields & stadia		–	–	–	–	–	–	–	–	–
Swimming pools		–	–	–	–	–	–	–	–	–
Community halls		–	–	–	–	–	–	–	–	–
Libraries		–	–	–	–	–	–	–	–	–
Recreational facilities		–	–	–	–	–	–	–	–	–
Fire, safety & emergency		–	–	–	–	–	–	–	–	–
Security and policing		–	–	–	–	–	–	–	–	–
Buses	7	–	–	–	–	–	–	–	–	–
Clinics		–	–	–	–	–	–	–	–	–
Museums & Art Galleries		–	–	–	–	–	–	–	–	–
Cemeteries		–	–	–	–	–	–	–	–	–
Social rental housing	8	–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
Heritage assets		–	–	–	–	–	–	–	–	–
Buildings		–	–	–	–	–	–	–	–	–
Other	9	–	–	–	–	–	–	–	–	–
Investment properties		–	–	–	–	–	–	–	–	–
Housing development		–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
Other assets		–	–	20	–	20	21	–	–	–
General vehicles		–	–	–	–	–	–	–	–	–
Specialised vehicles	10	–	–	–	–	–	–	–	–	–
Plant & equipment		–	–	14	–	8	9	–	–	–
Computers - hardware/equipment		–	–	–	–	–	–	–	–	–
Furniture and other office equipment		–	–	7	–	12	12	–	–	–
Abattoirs		–	–	–	–	–	–	–	–	–
Markets		–	–	–	–	–	–	–	–	–
Civic Land and Buildings		–	–	–	–	–	–	–	–	–
Other Buildings		–	–	–	–	–	–	–	–	–
Other Land		–	–	–	–	–	–	–	–	–
Surplus Assets - (Investment or Inventory)		–	–	–	–	–	–	–	–	–
Other		–	–	(0)	–	–	–	–	–	–
Agricultural assets		–	–	–	–	–	–	–	–	–
Agricultural 1		–	–	–	–	–	–	–	–	–
Agricultural 2		–	–	–	–	–	–	–	–	–
Biological assets		–	–	–	–	–	–	–	–	–
Biological 1		–	–	–	–	–	–	–	–	–
Biological 2		–	–	–	–	–	–	–	–	–
Intangibles		–	–	–	–	–	–	–	–	–
Computers - software & programming		–	–	–	–	–	–	–	–	–
Total specified assets		–	–	–	–	–	–	–	–	–
Total Capital Expenditure on renewal of existing asset	1	–	–	20	–	20	21	–	–	–

Specialised vehicles		–	–	–	–	–	–	–	–	–
Refuse		–	–	–	–	–	–	–	–	–
Fire		–	–	–	–	–	–	–	–	–
Conservancy		–	–	–	–	–	–	–	–	–
Ambulances		–	–	–	–	–	–	–	–	–

References

1. Total Capital Expenditure on renewal of existing assets (SA34b) plus Total Capital Expenditure on new assets (SA34a) must reconcile to total capital expenditure in Budgeted Capital Expenditure

2. Airports, Car Parks, Bus Terminals and Taxi Ranks

3. For example - technology backbones (e.g. fibre optic, WIFI infrastructure) for economic development purposes

4. Work-in-progress/under construction to be budgeted under the respective item

5. Infrastructure includes 'land and buildings required' by that infrastructure and vehicles/plant & equipment used by the service generated by that infrastructure

6. Donated/contributed & leased assets to be included within the respective sub-class

7. Busses used to provide a service to the community

8. Not municipal contributions to the 'top structure' being built using the housing subsidies

9. Statues, art collections, medals etc.

10. Ambulances, fire engines, refuse vehicles - but not vehicles that would normally be classified as 'Plant and equipment'

DC2 Cape Winelands - Supporting Table SA34c Repairs and maintenance expenditure by asset class

Description	Ref	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Repairs and maintenance expenditure by Asset Class/Sub-class										
Infrastructure		64 149	64 921	53 710	62 057	89 272	61 170	81 015	88 353	95 638
Infrastructure - Road transport		64 149	64 921	53 710	62 057	89 272	61 170	81 015	88 353	95 638
Roads, Pavements & Bridges		64 149	64 921	53 710	62 057	89 272	61 170	81 015	88 353	95 638
Storm water										
Infrastructure - Electricity		–	–	–	–	–	–	–	–	–
Generation		–	–	–	–	–	–	–	–	–
Transmission & Reticulation										
Street Lighting										
Infrastructure - Water		–	–	–	–	–	–	–	–	–
Dams & Reservoirs		–	–	–	–	–	–	–	–	–
Water purification										
Reticulation										
Infrastructure - Sanitation		–	–	–	–	–	–	–	–	–
Reticulation		–	–	–	–	–	–	–	–	–
Sewerage purification										
Infrastructure - Other		–	–	–	–	–	–	–	–	–
Waste Management		–	–	–	–	–	–	–	–	–
Transportation	2									
Gas										
Other	3									
Community		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
Parks & gardens		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
Sportsfields & stadia										
Swimming pools										
Community halls										
Libraries										
Recreational facilities										
Fire, safety & emergency										
Security and policing										
Buses	7									
Clinics										
Museums & Art Galleries										
Cemeteries										
Social rental housing	8									
Other										
Heritage assets		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
Buildings		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
Other	9									
Investment properties		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
Housing development		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
Other										
Other assets		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
General vehicles		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
Specialised vehicles	10									
Plant & equipment										
Computers - hardware/equipment										
Furniture and other office equipment										
Abattoirs										
Markets										
Civic Land and Buildings										
Other Buildings										
Other Land										
Surplus Assets - (Investment or Inventory)										
Other		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
Agricultural assets		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
List sub-class		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
Biological assets		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
List sub-class		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
Intangibles		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
Computers - software & programming		#DIV/0!	#DIV/0!	#DIV/0!	–	–	–	–	–	–
Other *(list sub-class)*										
Total Repairs and Maintenance Expenditure	1	#DIV/0!	#DIV/0!	#DIV/0!	62 057	89 272	61 170	81 015	88 353	95 638

Specialised vehicles		–	–	–	–	–	–	–	–	–
Refuse										
Fire										
Conservancy										
Ambulances										

References

1. Total Repairs and Maintenance Expenditure by Asset Category must reconcile to total repairs and maintenance expenditure on Table SA

2. Airports, Car Parks, Bus Terminals and Taxi Rank

3. For example - technology backbones (e.g. fibre optic, WIFI infrastructure) for economic development purpose

4. Work-in-progress/under construction to be budgeted under the respective iter

5. Infrastructure includes 'land and buildings required' by that infrastructure and vehicles/plant & equipment used by the service generated by that infrastructu

6. Donated/contributed & leased assets to be included within the respective sub-clas

7. Busses used to provide a service to the communit

8. Not municipal contributions to the 'top structure' being built using the housing subsidie

9. Statues, art collections, medals etc

10. Ambulances, fire engines, refuse vehicles - but not vehicles that would normally be classified as 'Plant and equipmer

	check balance	#DIV/0!	#DIV/0!	#DIV/0!	43 645 856	77 479 292	49 376 298	69 221 074	73 397 448	63 660 275

DC2 Cape Winelands - Supporting Table SA35 Future financial implications of the capital budget

Vote Description	Ref	2011/12 Medium Term Revenue & Expenditure Framework			Forecasts			
R thousand		Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14	Forecast 2014/15	Forecast 2015/16	Forecast 2016/17	Present value
Capital expenditure	1							
Regional Development and Planning Services		1 139	1 771	1 923				
Community and Developmental Services		5 167	6 001	5 621				
Enginering and Infrastructure Services		5 574	22 675	29 666				
Rural and Social Development Services		146	–	–				
Office of the Municipal Manager		–	–	–				
Financial Services		3	–	–				
Corporate Services		2 357	1 120	605				
Roads Agency		570	411	514				
COMPREHENSIVE HEALTH SERVICE		–	–	–				
COMPREHENSIVE HEALTH SERVICE		–	–	–				
		–	–	–				
0		–	–	–				
0		–	–	–				
0		–	–	–				
0		–	–	–				
List entity summary if applicable								
Total Capital Expenditure		14 955	31 978	38 328	–	–	–	–
Future operational costs by vote	2							
Regional Development and Planning Services								
Community and Developmental Services								
Enginering and Infrastructure Services								
Rural and Social Development Services								
Office of the Municipal Manager								
Financial Services								
Corporate Services								
Roads Agency								
COMPREHENSIVE HEALTH SERVICE								
COMPREHENSIVE HEALTH SERVICE								
0								
0								
0								
0								
List entity summary if applicable								
Total future operational costs		–	–	–	–	–	–	–
Future revenue by source	3							
Property rates								
Property rates - penalties & collection charges								
Service charges - electricity revenue								
Service charges - water revenue								
Service charges - sanitation revenue								
Service charges - refuse revenue								
Service charges - other								
Rental of facilities and equipment								
List other revenues sources if applicable								
List entity summary if applicable								
Total future revenue		–	–	–	–	–	–	–
Net Financial Implications		14 955	31 978	38 328	–	–	–	–

References

1. Summarise the total capital cost until capital project is operational (MFMA s19(2)(a))

2. Summary of future operational costs from when projects operational (present value until the end of each asset's useful life) (MFMA s19(2)(b))

3. Summarise the future revenue from when projects are operational, including municipal tax and tariff implications, (present value until the end of asset's useful life)

DC2 Cape Winelands - Supporting Table SA36 Detailed capital budget

Municipal Vote/Capital project R thousand	Ref 5	Program/Project description	Project number	IDP Goal code 3.	Asset Class 4.	Asset Sub-Class 4.	Total Project Estimate	Prior year outcomes		2011/12 Medium Term Revenue & Expenditure Framework			Project information	
								Audited Outcome 2009/10	Current Year 2010/11 Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14	Ward location	New or renewal
Parent municipality:														
List all capital projects grouped by Municipal Vote					*Examples*	*Examples*								
Total Capital expenditure	1									–	–	–		
Entities:														
List all capital projects grouped by Entity														
Entity A														
Water project A														
Entity B														
Electricity project B														
Total Capital expenditure	2									–	–	–		

References

1. Must reconcile with Budgeted Capital Expenditure

2. Must reconcile with table A34

3. As per Table A6

4. As per Table 34

DC2 Cape Winelands - Supporting Table SA37 Projects delayed from previous financial year/s

Municipal Vote/Capital project R thousand	Project name	Project number	Asset Class 3.	Asset Sub-Class 3.	Previous target year to complete Year	Current Year 2010/11		2011/12 Medium Term Revenue & Expenditure Framework		
						Original Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
Parent municipality:										
List all capital projects grouped by Municipal Vote			*Examples*	*Examples*						
Entities:										
List all capital projects grouped by Municipal Entity										
Entity Name										
Project name										

References

1. List all projects with planned completion dates in current year that have been re-budgeted in the MTREF

2. Refer MFMA s30

3. Asset category and sub-category must be selected from Table A34

ANNEXURE L

MUNICIPAL BUDGET:

Financial Performance

Revenue by Major Source
Revenue by Minor Source
Operating Expenditure by Major Type
Operating Expenditure by Minor Type
Revenue by municipal vote classification
Expenditure by municipal vote classification
Revenue by Standard Classification
Expenditure by Standard Classification

Capital expenditure

Capital Expenditure by Standard Classification
Capital Expenditure by Municipal Vote - Major
Capital Expenditure by Municipal Vote - Minor
Capital funding by source

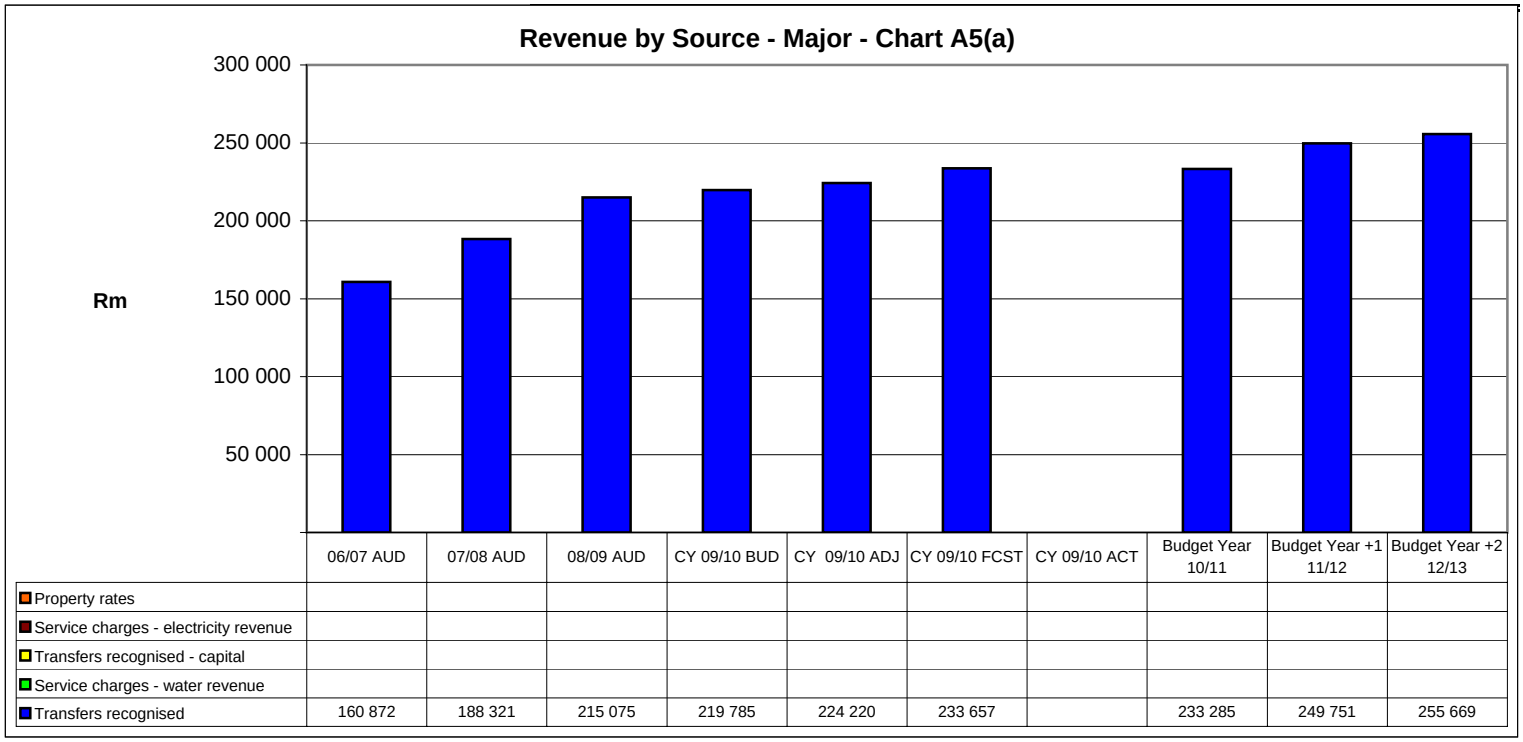
IDP

IDP Strategic Objective - Revenue
IDP Strategic Objective - Expenditure
IDP Strategic Objective - Capital Expenditure

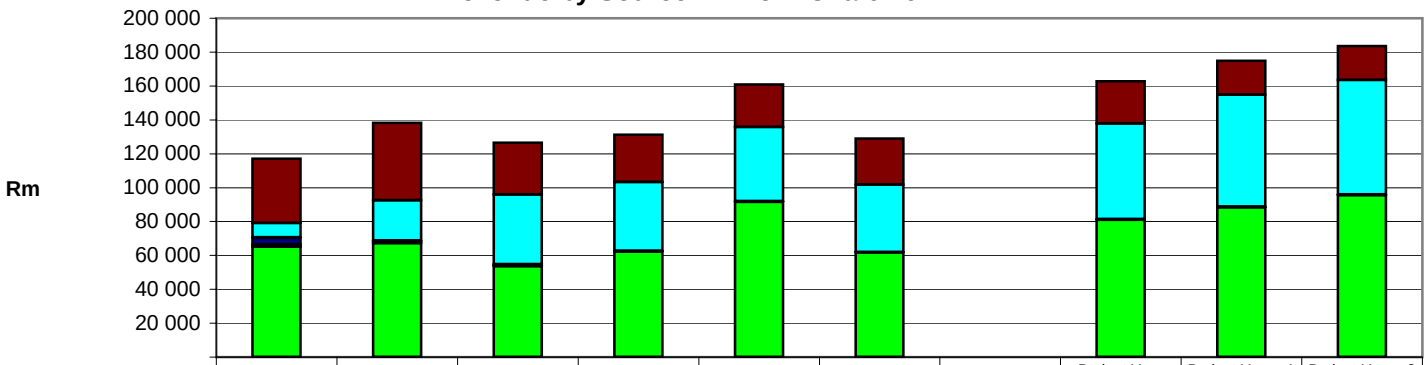
Miscellaneous

Cash flow trend
Increases in service charges
Revenue collection rates
Borrowing
Distribution losses
Borrowed capex funding
Expenditure analysis (Employee costs)
Expenditure analysis (Remuneration)
Expenditure analysis (Repairs & Maintenance)
Expenditure analysis (Finance Charges)
Expenditure analysis (Depreciation)

Revenue by Major Source (refer 'Minor' source for 'Other Revenue' allocation	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Dividends received										
Agency services	65 221	67 265	53 728	62 312	91 561	61 704		81 015	88 353	95 638
Contributions										
Contributed assets										
Licences and permits										
Gains on disposal of PPE	1 331		36		10	7				
Service charges - sanitation revenue										
Interest earned - outstanding debtors										
Service charges - other	3 974	1 328	824	160	161	68		160	200	200
Rental of facilities and equipment	74	105	105	148	148	111		167	178	178
Service charges - refuse										
Other revenue	8 440	23 899	41 300	40 603	43 840	39 970		56 454	66 101	67 463
Fines										
Interest earned - external investments	38 130	45 642	30 557	28 000	25 200	27 117		25 000	20 000	20 000
Transfers recognised	160 872	188 321	215 075	219 785	224 220	233 657		233 285	249 751	255 669
Service charges - water revenue										
Transfers recognised - capital										
Service charges - electricity revenue										
Property rates										
revenue check	**212 821**	**259 295**	**287 897**	**288 696**	**293 579**	**300 930**		**315 066**	**336 230**	**343 510**



Revenue by Source - Minor - Chart A6

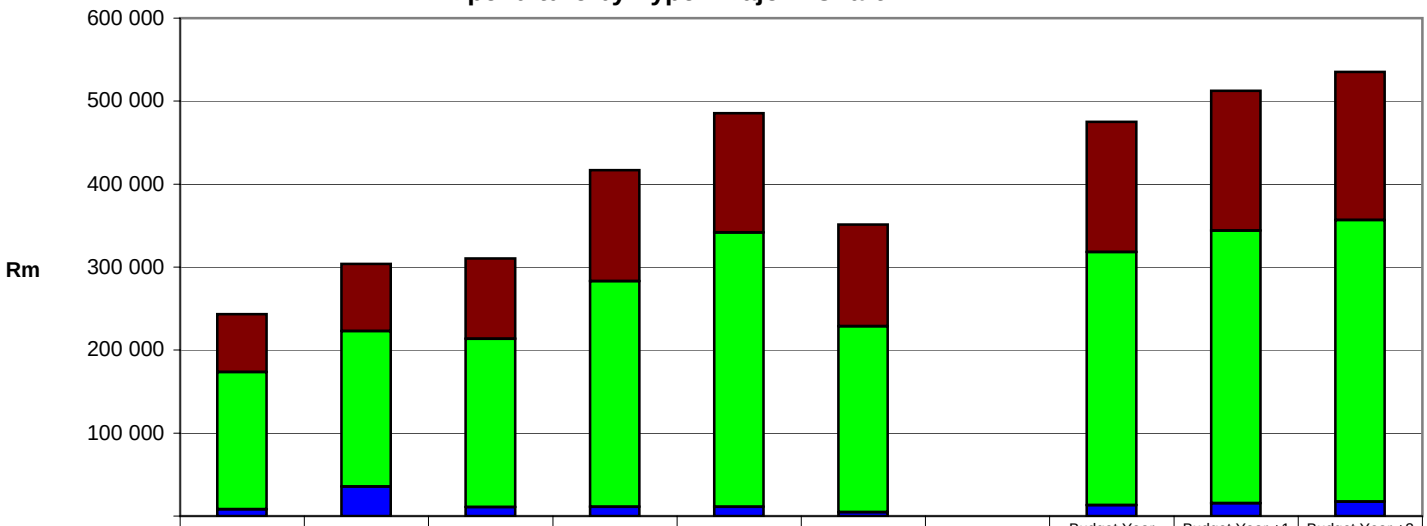


	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Interest earned - external investments	38 130	45 642	30 557	28 000	25 200	27 117		25 000	20 000	20 000
Fines										
Other revenue	8 440	23 899	41 300	40 603	43 840	39 970		56 454	66 101	67 463
Service charges - refuse										
Rental of facilities and equipment	74	105	105	148	148	111		167	178	178
Service charges - other	3 974	1 328	824	160	161	68		160	200	200
Interest earned - outstanding debtors										
Service charges - sanitation revenue										
Gains on disposal of PPE	1 331		36		10	7				
Licences and permits										

Operating Expenditure by Major & Minor Type

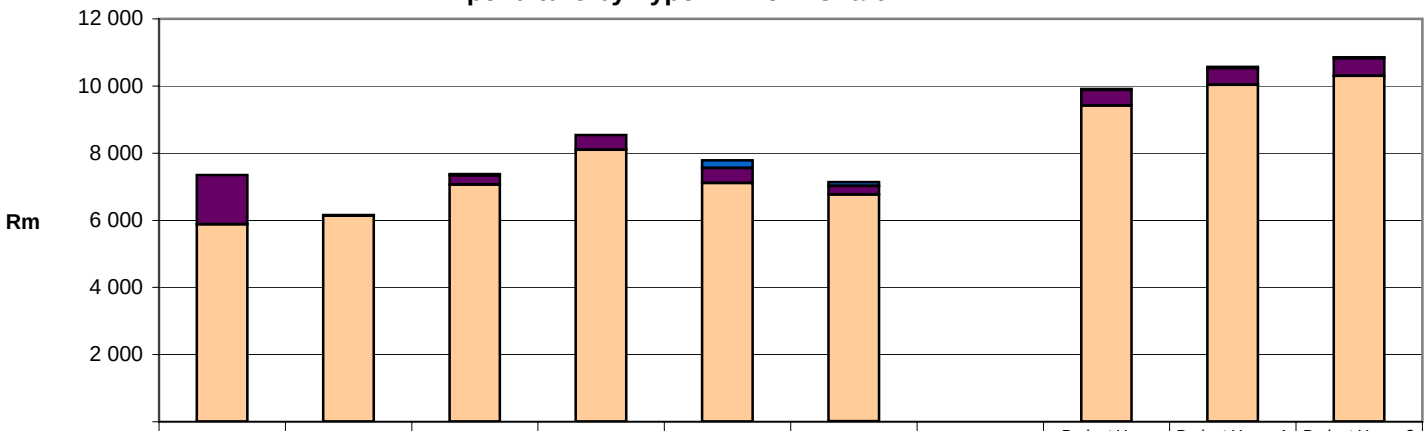
Other materials									
Loss on disposal of PPE					3	7	2	2	2
Remuneration of councillors	5 879	6 141	7 063	8 101	7 112	6 760	9 411	10 037	10 300
Grants and subsidies									
Debt impairment	1 474		279	443	443	258	470	497	525
Contracted services									
Finance charges		21	31		234	117	28	30	32
Depreciation & asset impairment	8 061	35 321	10 808	11 077	10 990	4 719	13 134	15 297	17 518
Other expenditure	165 276	187 524	202 987	272 079	330 692	224 005	305 067	328 579	339 274
Bulk purchases									
Employee related costs	69 987	80 925	96 569	133 824	143 700	122 489	156 922	168 491	178 281
check	**250 676**	**309 931**	**317 738**	**425 524**	**493 174**	**358 355**	**485 033**	**522 934**	545 932

Expenditure by Type - Major - Chart A7



	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Employee related costs	69 987	80 925	96 569	133 824	143 700	122 489		156 922	168 491	178 281
Bulk purchases										
Other expenditure	165 276	187 524	202 987	272 079	330 692	224 005		305 067	328 579	339 274
Depreciation & asset impairment	8 061	35 321	10 808	11 077	10 990	4 719		13 134	15 297	17 518

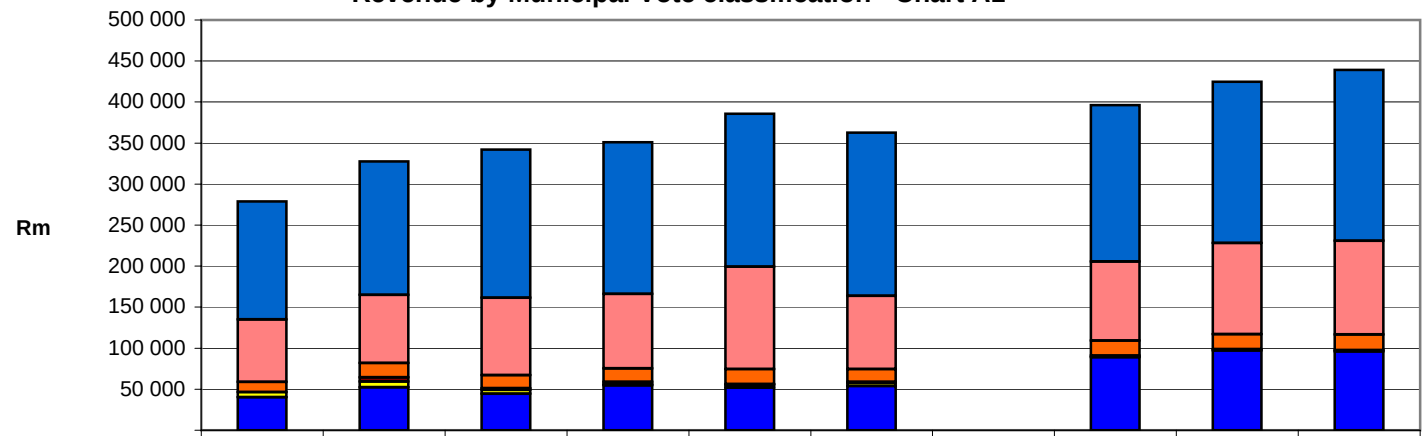
Expenditure by Type - Minor - Chart A7



	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Finance charges		21	31		234	117		28	30	32
Contracted services										
Debt impairment	1 474		279	443	443	258		470	497	525
Grants and subsidies										
Remuneration of councillors	5 879	6 141	7 063	8 101	7 112	6 760		9 411	10 037	10 300
Loss on disposal of PPE					3	7		2	2	2
Other materials										

Revenue by municipal vote classification	**278 924**	**327 563**	**342 073**	**351 017**	**385 584**	**362 818**	**396 081**	**424 583**	**439 148**
Governance	40 260	52 153	44 503	54 409	52 044	53 705	89 083	97 160	95 892
Office of the City Manager	3								
Corporate & Human Resources	6 238	7 198	4 631	1 502	3 179	4 125	1 615	1 594	1 594
Sustainable Dev. & City Enterprises	4	5 009	2 017	2 961	962	964	18		
Health, Safety & Social Services	12 497	17 711	15 969	16 573	18 282	15 788	18 536	18 163	19 079
Procurement & Infrastructure	75 755	82 829	94 333	90 800	124 899	89 232	96 262	111 222	114 505
Treasury	144 165	162 664	180 620	184 772	186 218	199 004	190 568	196 443	208 079

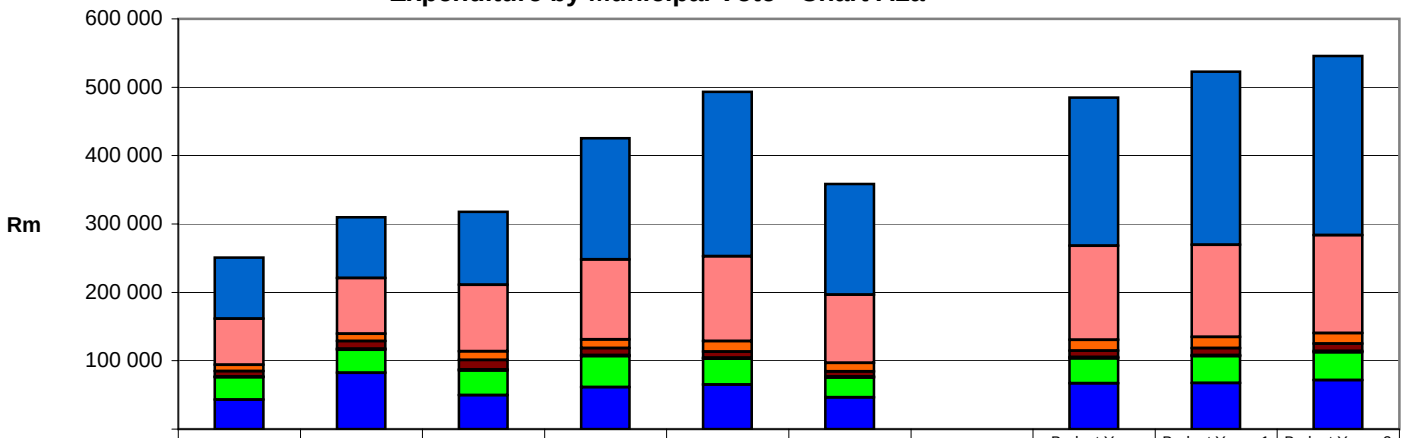
Revenue by Municipal Vote classification - Chart A1



	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Treasury	144 165	162 664	180 620	184 772	186 218	199 004		190 568	196 443	208 079
Procurement & Infrastructure	75 755	82 829	94 333	90 800	124 899	89 232		96 262	111 222	114 505
Health, Safety & Social Services	12 497	17 711	15 969	16 573	18 282	15 788		18 536	18 163	19 079
Sustainable Dev. & City Enterprises	4	5 009	2 017	2 961	962	964		18		
Corporate & Human Resources	6 238	7 198	4 631	1 502	3 179	4 125		1 615	1 594	1 594
Office of the City Manager	3									
Governance	40 260	52 153	44 503	54 409	52 044	53 705		89 083	97 160	95 892

Expenditure by municipal vote classification	250 676	309 931	317 738	425 524	493 174	358 355	485 033	522 934	545 932
Corporate & Human Resources	42 891	82 518	49 771	61 160	64 973	46 433	66 709	67 422	71 686
Governance	32 848	33 655	35 649	45 324	37 948	29 014	36 861	39 224	40 630
Office of the City Manager	1 236	1 261	1 438	1 400	1 528	1 456	1 578	1 679	1 772
Sustainable Dev. & City Enterprises	7 589	11 085	14 042	10 510	8 998	7 542	9 664	10 136	10 806
Treasury	9 313	11 117	13 051	12 635	15 297	12 334	15 824	16 312	15 480
Health, Safety & Social Services	67 448	81 140	96 893	117 108	123 945	99 644	137 607	134 873	143 469
Procurement & Infrastructure	89 351	89 155	106 895	177 387	240 485	161 932	216 791	253 287	262 090

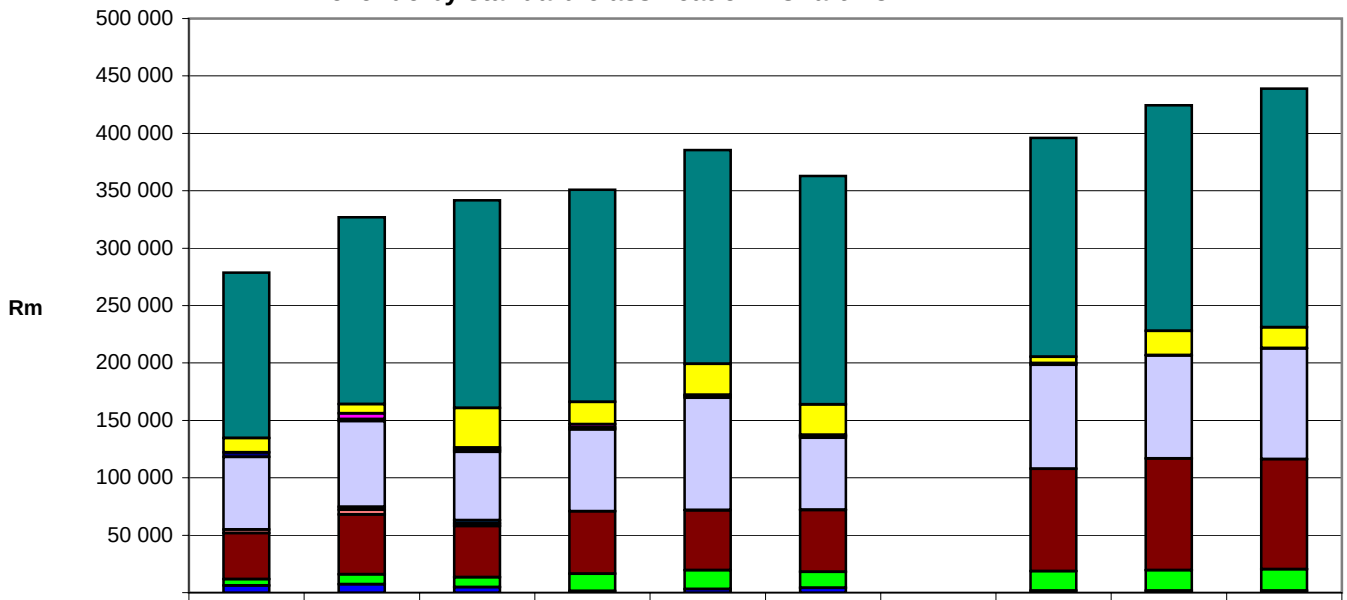
Expenditure by Municipal Vote - Chart A2a



	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Procurement & Infrastructure	89 351	89 155	106 895	177 387	240 485	161 932		216 791	253 287	262 090
Health, Safety & Social Services	67 448	81 140	96 893	117 108	123 945	99 644		137 607	134 873	143 469
Treasury	9 313	11 117	13 051	12 635	15 297	12 334		15 824	16 312	15 480
Sustainable Dev. & City Enterprises	7 589	11 085	14 042	10 510	8 998	7 542		9 664	10 136	10 806
Office of the City Manager	1 236	1 261	1 438	1 400	1 528	1 456		1 578	1 679	1 772
Governance	32 848	33 655	35 649	45 324	37 948	29 014		36 861	39 224	40 630
Corporate & Human Resources	42 891	82 518	49 771	61 160	64 973	46 433		66 709	67 422	71 686

Revenue by Standard Classification									
Corporate Services	6 238	7 198	4 631	1 502	3 179	4 125	1 615	1 594	1 594
Environmental Protection	5 452	8 649	8 847	14 970	16 284	13 977	17 024	17 913	18 829
Waste Water Management									
Executive & Council	40 264	52 153	44 503	54 409	52 044	53 705	89 083	97 160	95 892
Sport and Recreation									
Health	2 855	4 185	2 169		160	82			
Community & Social Services	97	2 555	2 771		227	178			
Road Transport	63 181	74 753	59 770	71 337	97 914	62 779	90 765	89 936	96 353
Public Safety	4 012	1 655	1 682	1 553	1 553	1 485	1 462	200	200
Planning & Development	4	5 009	2 017	2 961	962	964	18		
Housing	12 574	8 076	34 563	19 462	26 985	26 453	5 496	21 287	18 152
Waste Management									
Water									
Electricity									
Budget & Treasury Office	144 165	162 664	180 620	184 772	186 218	199 004	190 568	196 443	208 079

Revenue by standard classification - Chart A3

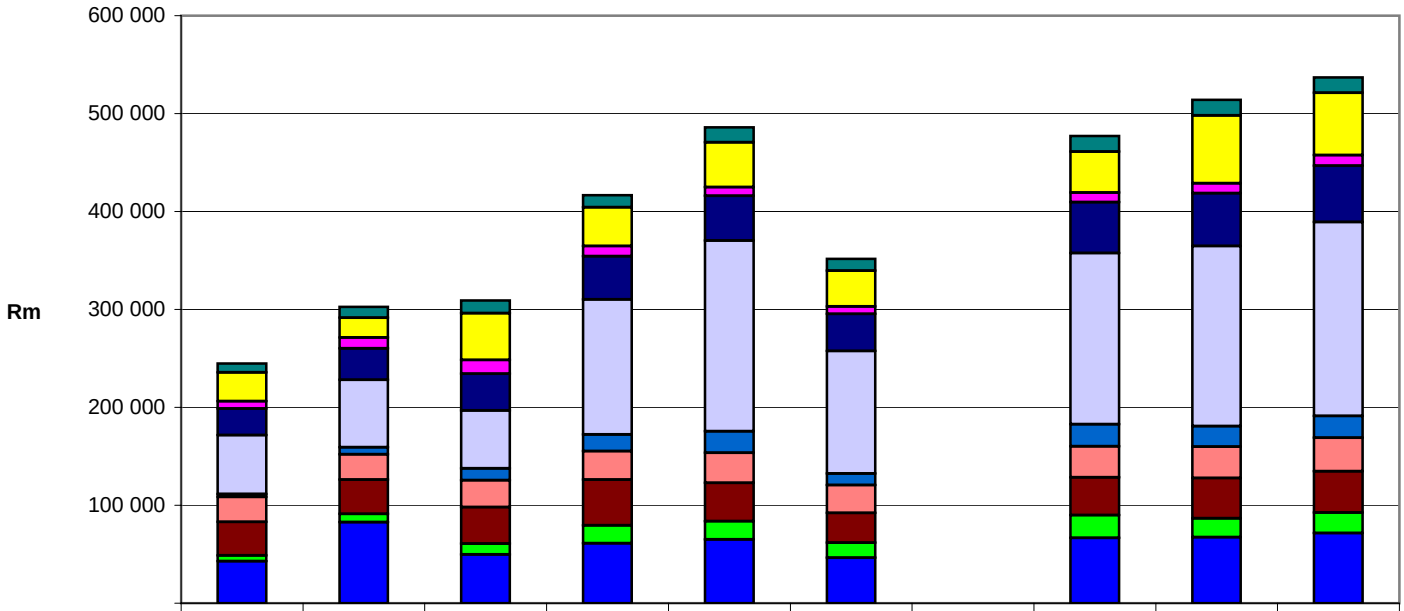


	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Budget & Treasury Office	144 165	162 664	180 620	184 772	186 218	199 004		190 568	196 443	208 079
Electricity										
Water										
Waste Management										
Housing	12 574	8 076	34 563	19 462	26 985	26 453		5 496	21 287	18 152
Planning & Development	4	5 009	2 017	2 961	962	964		18		
Public Safety	4 012	1 655	1 682	1 553	1 553	1 485		1 462	200	200
Road Transport	63 181	74 753	59 770	71 337	97 914	62 779		90 765	89 936	96 353
Community & Social Services	97	2 555	2 771		227	178				
Health	2 855	4 185	2 169		160	82				
Sport and Recreation										
Executive & Council	40 264	52 153	44 503	54 409	52 044	53 705		89 083	97 160	95 892
Waste Water Management										

Expenditure by Standard Classification

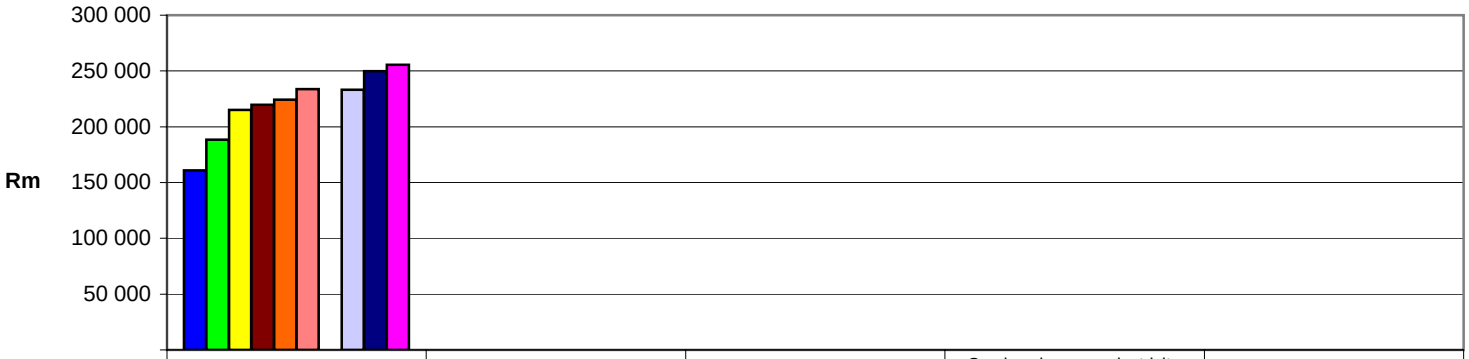
Corporate Services	42 891	82 518	49 771	61 160	64 973	46 433	66 709	67 422	71 686
Environmental Protection	5 911	8 668	11 103	18 134	18 525	15 331	23 319	19 325	20 686
Executive & Council									
Housing	34 084	34 916	37 086	46 724	39 476	30 470	38 439	40 903	42 402
Health									
Community & Social Services	25 762	25 989	27 624	29 059	30 538	28 494	31 670	32 104	34 135
Planning & Development	2 832	7 140	11 920	17 278	22 114	11 558	22 560	20 815	22 180
Waste Management	59 951	68 886	59 151	137 847	194 707	125 327	174 665	184 167	198 187
Sport and Recreation	27 129	31 960	37 651	43 926	45 600	37 692	52 101	53 890	57 321
Public Safety	7 589	11 085	14 042	10 510	8 998	7 542	9 664	10 136	10 806
Waste Water Management	29 400	20 269	47 744	39 539	45 778	36 605	42 125	69 121	63 903
Road Transport									
Budget & Treasury Office									
Water									
Electricity	9 313	11 117	13 051	12 635	15 297	12 334	15 824	16 312	15 480

Expenditure by standard classification - Chart A4



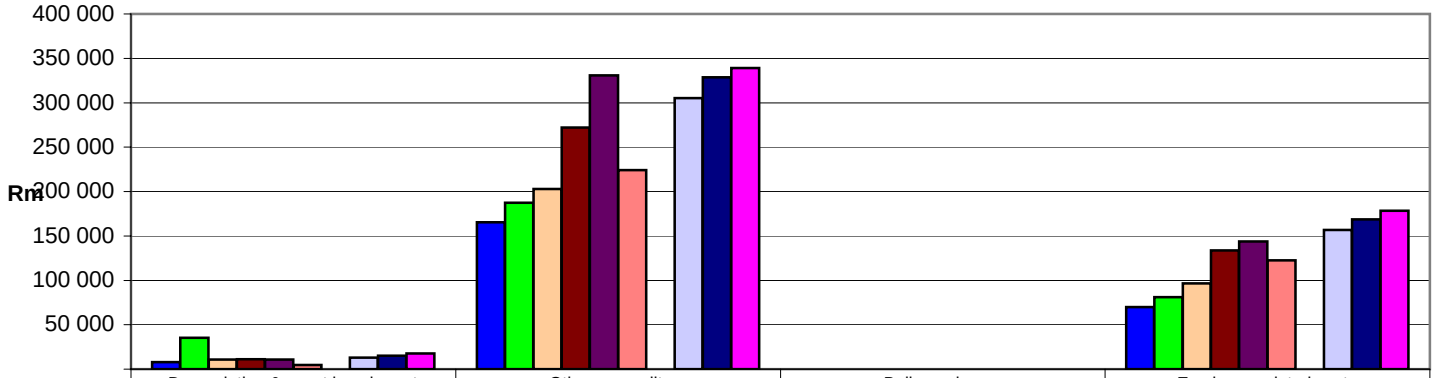
	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Electricity	9 313	11 117	13 051	12 635	15 297	12 334		15 824	16 312	15 480
Water										
Budget & Treasury Office										
Road Transport										
Waste Water Management	29 400	20 269	47 744	39 539	45 778	36 605		42 125	69 121	63 903
Public Safety	7 589	11 085	14 042	10 510	8 998	7 542		9 664	10 136	10 806
Sport and Recreation	27 129	31 960	37 651	43 926	45 600	37 692		52 101	53 890	57 321
Waste Management	59 951	68 886	59 151	137 847	194 707	125 327		174 665	184 167	198 187
Planning & Development	2 832	7 140	11 920	17 278	22 114	11 558		22 560	20 815	22 180
Community & Social Services	25 762	25 989	27 624	29 059	30 538	28 494		31 670	32 104	34 135
Health										
Housing	34 084	34 916	37 086	46 724	39 476	30 470		38 439	40 903	42 402
Executive & Council										
Environmental Protection	5 911	8 668	11 103	18 134	18 525	15 331		23 319	19 325	20 686

Revenue by Source - Major - Chart A5(b) - source trend



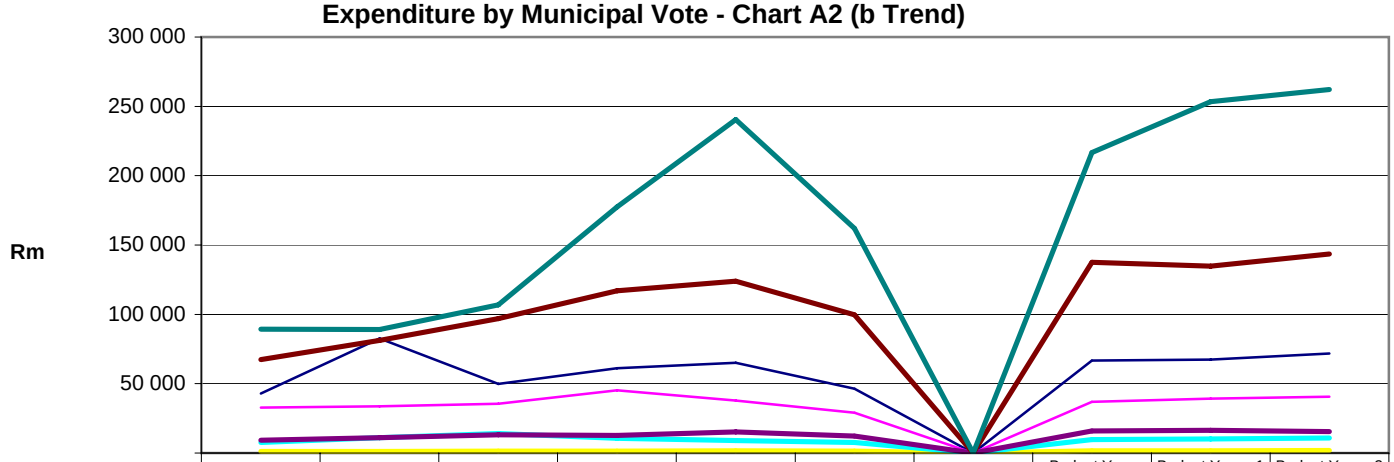
	Transfers recognised	Service charges - water revenue	Transfers recognised - capital	Service charges - electricity revenue	Property rates
06/07 AUD	160 872				
07/08 AUD	188 321				
08/09 AUD	215 075				
CY 09/10 BUD	219 785				
CY 09/10 ADJ	224 220				
CY 09/10 FCST	233 657				
CY 09/10 ACT					
Budget Year 10/11	233 285				
Budget Year +1 11/12	249 751				

Expenditure by Type - Major - Chart A7



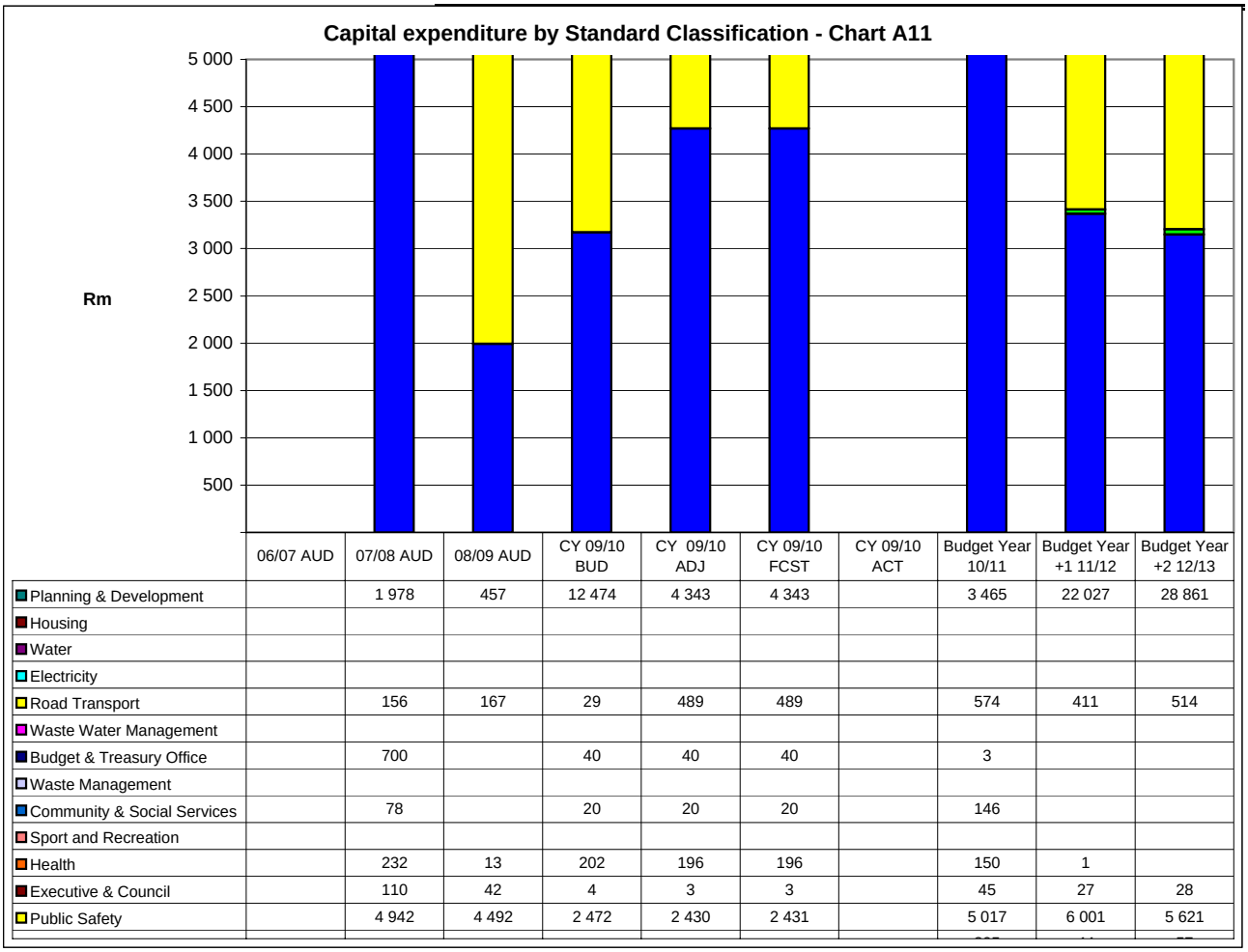
	Depreciation & asset impairment	Other expenditure	Bulk purchases	Employee related costs
06/07 AUD	8 061	165 276		69 987
07/08 AUD	35 321	187 524		80 925
08/09 AUD	10 808	202 987		96 569
CY 09/10 BUD	11 077	272 079		133 824
CY 09/10 ADJ	10 990	330 692		143 700
CY 09/10 FCST	4 719	224 005		122 489
CY 09/10 ACT				
Budget Year 10/11	13 134	305 067		156 922
Budget Year +1 11/12	15 297	328 579		168 491

Expenditure by Municipal Vote - Chart A2 (b Trend)



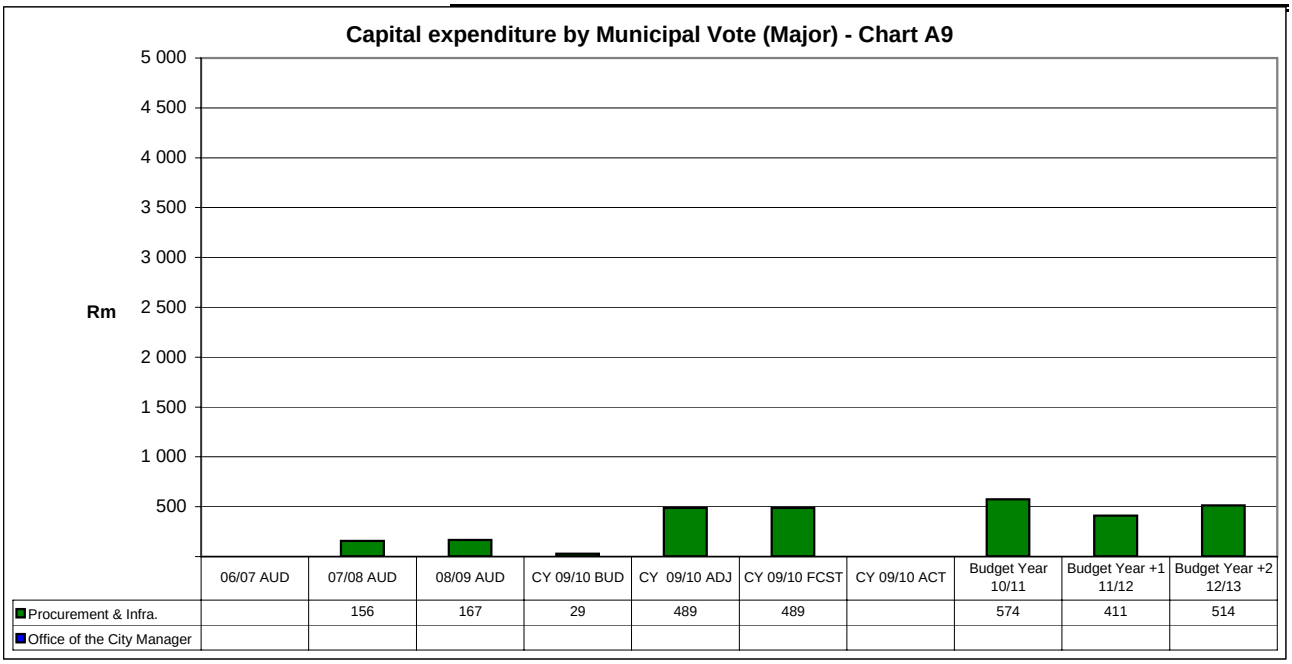
	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Corporate & Human Resources	42 891	82 518	49 771	61 160	64 973	46 433		66 709	67 422	71 686
Governance	32 848	33 655	35 649	45 324	37 948	29 014		36 861	39 224	40 630
Office of the City Manager	1 236	1 261	1 438	1 400	1 528	1 456		1 578	1 679	1 772
Sustainable Dev. & City Enterprises	7 589	11 085	14 042	10 510	8 998	7 542		9 664	10 136	10 806
Treasury	9 313	11 117	13 051	12 635	15 297	12 334		15 824	16 312	15 480
Health, Safety & Social Services	67 448	81 140	96 893	117 108	123 945	99 644		137 607	134 873	143 469
Procurement & Infrastructure	89 351	89 155	106 895	177 387	240 485	161 932		216 791	253 287	262 090

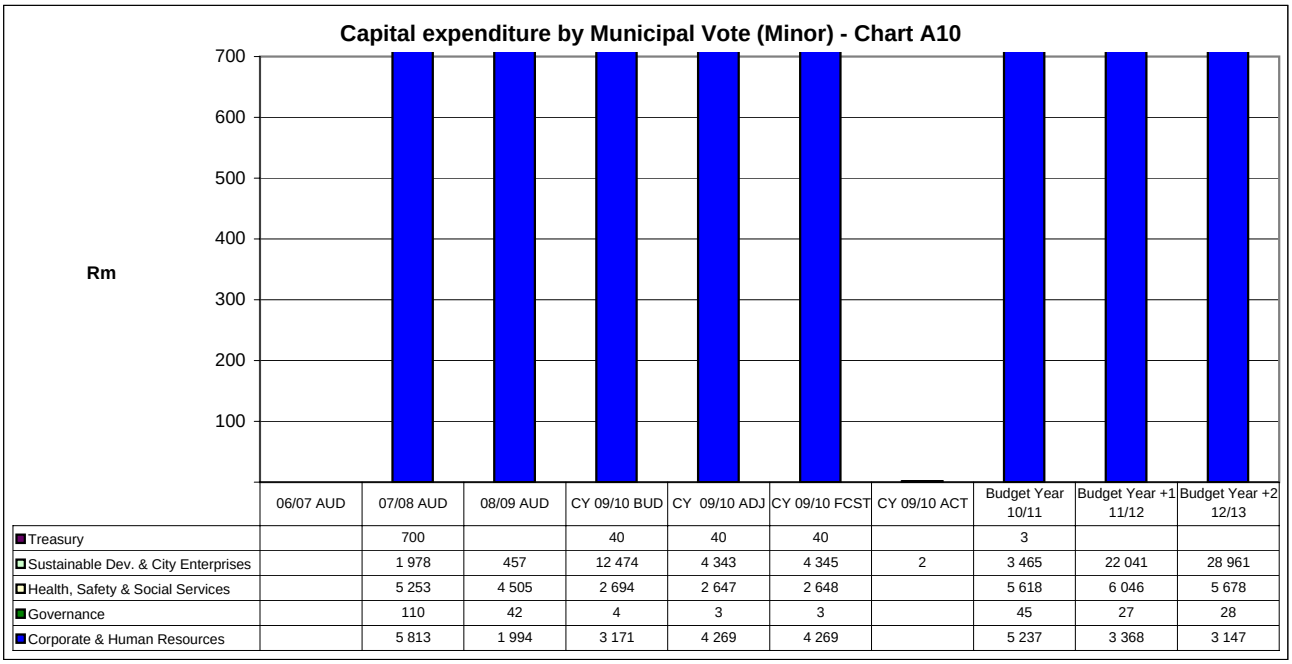
Capital Expenditure by Standard Classification	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Corporate Services		5 813	1 994	3 171	4 269	4 269		5 237	3 368	3 147
Environmental Protection								305	44	57
Public Safety		4 942	4 492	2 472	2 430	2 431		5 017	6 001	5 621
Executive & Council		110	42	4	3	3		45	27	28
Health		232	13	202	196	196		150	1	
Sport and Recreation										
Community & Social Services		78		20	20	20		146		
Waste Management										
Budget & Treasury Office		700		40	40	40		3		
Waste Water Management										
Road Transport		156	167	29	489	489		574	411	514
Electricity										
Water										
Housing										
Planning & Development		1 978	457	12 474	4 343	4 343		3 465	22 027	28 861
check		**14 010**	**7 165**	**18 412**	**11 791**	**11 792**		**14 941**	**31 878**	**38 228**



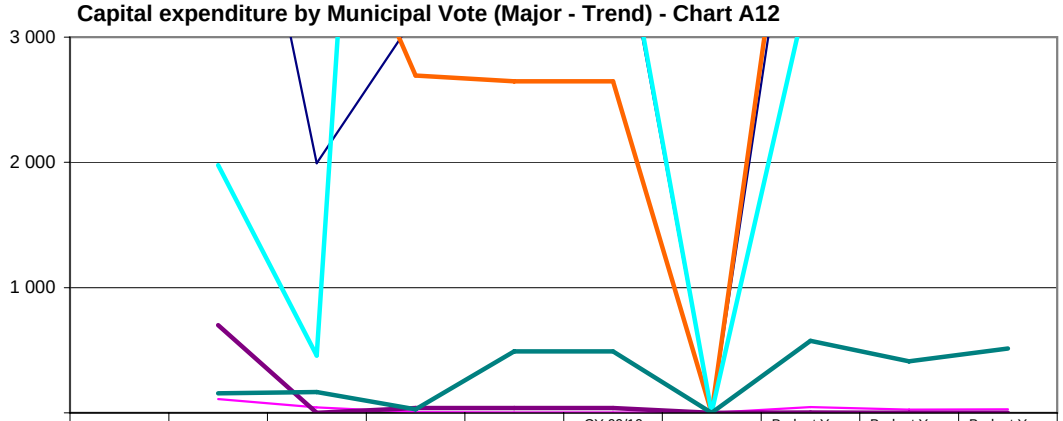
	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Planning & Development		1 978	457	12 474	4 343	4 343		3 465	22 027	28 861
Housing										
Water										
Electricity										
Road Transport		156	167	29	489	489		574	411	514
Waste Water Management										
Budget & Treasury Office		700		40	40	40		3		
Waste Management										
Community & Social Services		78		20	20	20		146		
Sport and Recreation										
Health		232	13	202	196	196		150	1	
Executive & Council		110	42	4	3	3		45	27	28
Public Safety		4 942	4 492	2 472	2 430	2 431		5 017	6 001	5 621

Capital Expenditure by Municipal Vote									
Corporate & Human Resources	5 813	1 994	3 171	4 269	4 269		5 237	3 368	3 147
Governance	110	42	4	3	3		45	27	28
Health, Safety & Social Services	5 253	4 505	2 694	2 647	2 648		5 618	6 046	5 678
Sustainable Dev. & City Enterprises	1 978	457	12 474	4 343	4 345	2	3 465	22 041	28 961
Treasury	700		40	40	40		3		
Office of the City Manager									
Procurement & Infra.	156	167	29	489	489		574	411	514
check	**14 010**	**7 165**	**18 412**	**11 791**	**11 794**	**2**	**14 941**	**31 892**	**38 328**

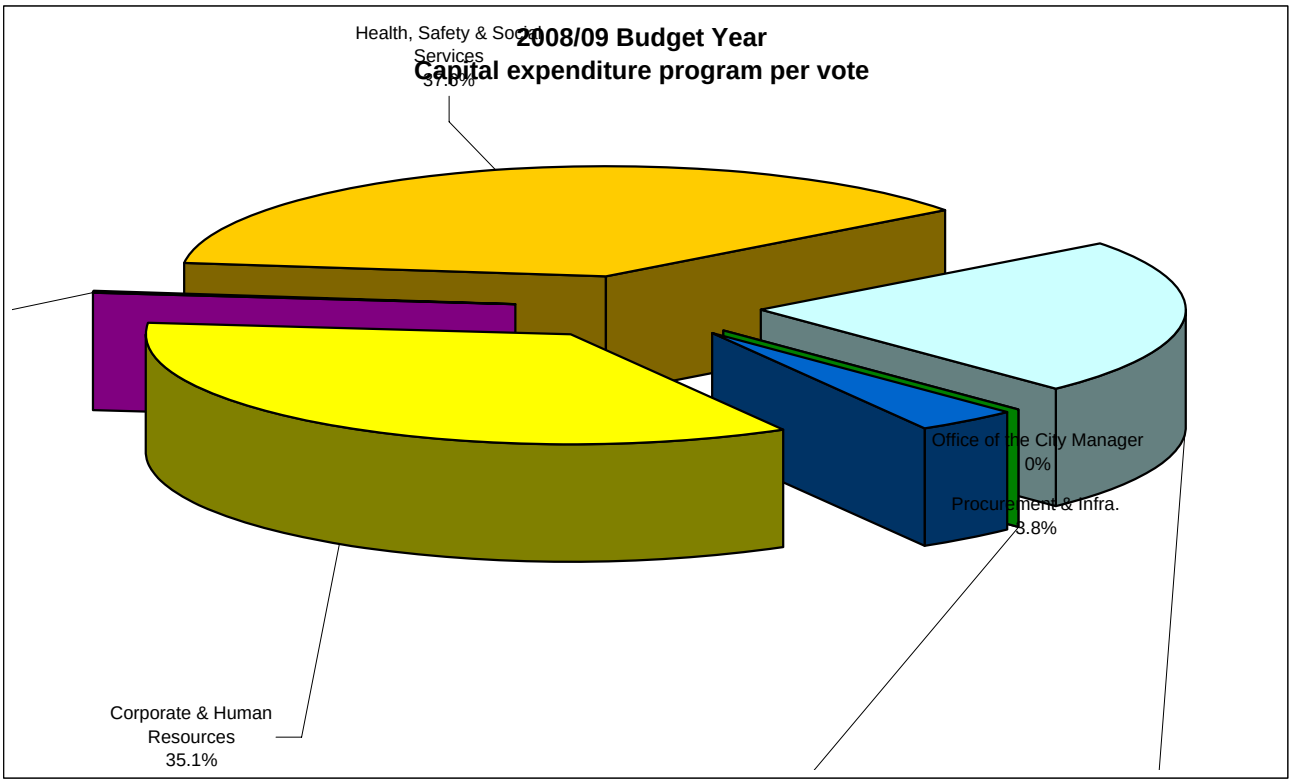


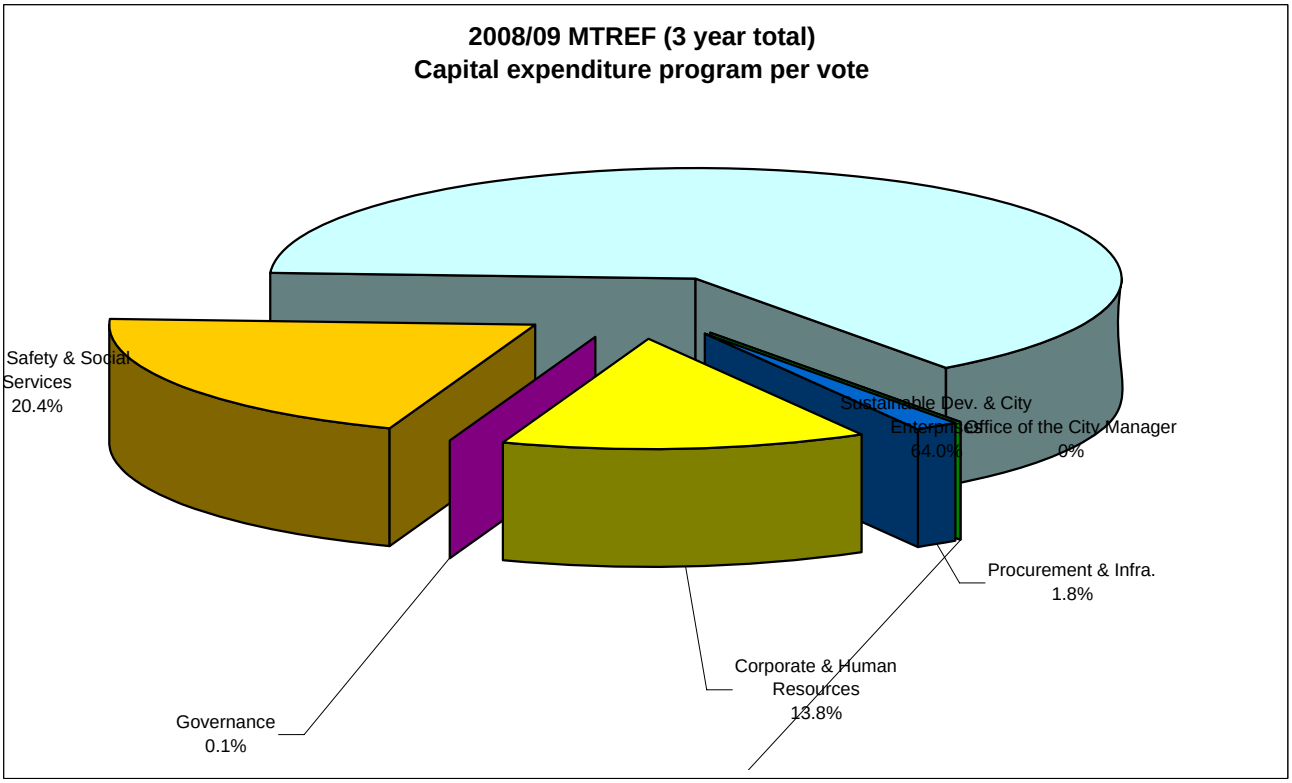

Capital expenditure by Municipal Vote (Minor) - Chart A10
Rm
700
600
500
400
300
200
100
06/07 AUD
07/08 AUD
08/09 AUD
CY 09/10 BUD
CY 09/10 ADJ
CY 09/10 FCST
CY 09/10 ACT
Budget Year 10/11
Budget Year +1 11/12
Budget Year +2 12/13
Treasury 700 40 40 40 3
Sustainable Dev. & City Enterprises 1 978 457 12 474 4 343 4 345 2 3 465 22 041 28 961
Health, Safety & Social Services 5 253 4 505 2 694 2 647 2 648 5 618 6 046 5 678
Governance 110 42 4 3 3 45 27 28
Corporate & Human Resources 5 813 1 994 3 171 4 269 4 269 5 237 3 368 3 147

Capital expenditure by Municipal Vote (Major - Trend) - Chart A12



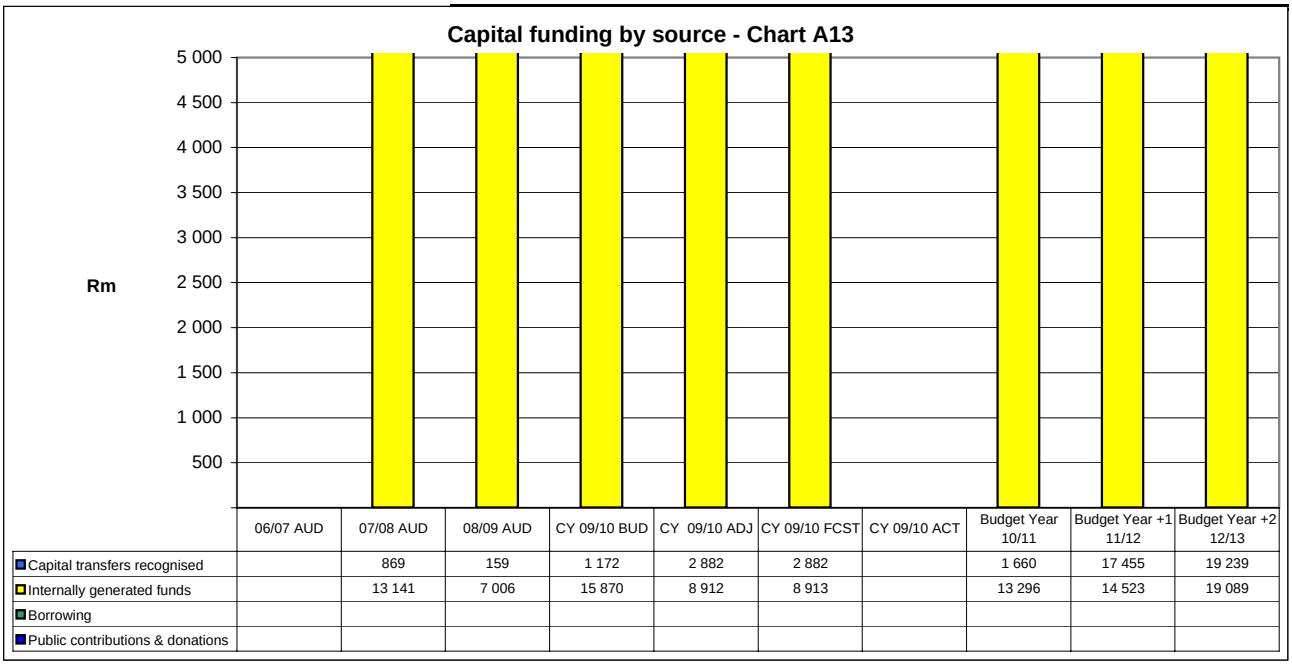
	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Corporate & Human Resources		5 813	1 994	3 171	4 269	4 269		5 237	3 368	3 147
Governance		110	42	4	3	3		45	27	28
Health, Safety & Social Services		5 253	4 505	2 694	2 647	2 648		5 618	6 046	5 678
Sustainable Dev. & City Enterprises		1 978	457	12 474	4 343	4 345	2	3 465	22 041	28 961
Treasury		700		40	40	40		3		
Office of the City Manager										
Procurement & Infra.		156	167	29	489	489		574	411	514


2008/09 Budget Year
Capital expenditure program per vote
Health, Safety & Social Services
37.6%
Office of the City Manager
0%
Procurement & Infra.
3.8%
Corporate & Human Resources
35.1%


2008/09 MTREF (3 year total)
Capital expenditure program per vote
Safety & Social Services
20.4%
Sustainable Dev. & City Enterprise
64.0%
Office of the City Manager
0%
Procurement & Infra.
1.8%
Corporate & Human Resources
13.8%
Governance
0.1%

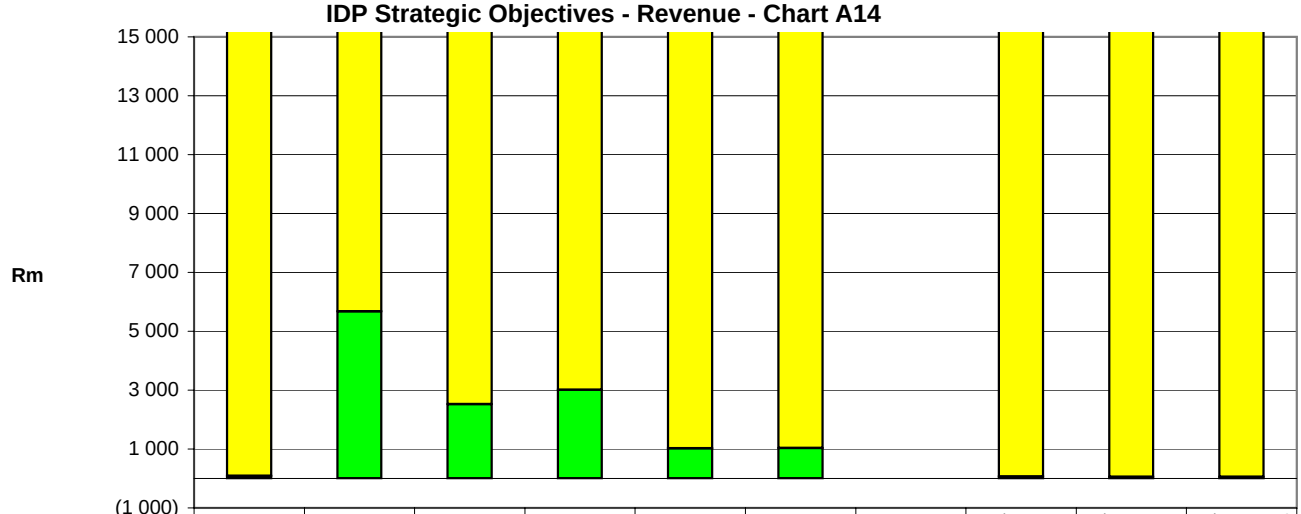
Capital funding by source

Public contributions & donations								
Borrowing								
Internally generated funds	13 141	7 006	15 870	8 912	8 913	13 296	14 523	19 089
Capital transfers recognised	869	159	1 172	2 882	2 882	1 660	17 455	19 239
	14 010	7 165	17 042	11 793	11 794	14 955	31 978	38 328



IDP Strategic Objective - Revenue	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Embracing our Cultural Diversity										
Empowering our Citizens										
Sustaining the Natural and Built Environment										
Good Governance	40 264	52 153	44 503	54 409	52 044	53 705		89 083	97 160	95 892
Operations and Support Services	6 238	7 198	4 631	1 502	3 179	4 125		1 615	1 594	1 594
Safe, Healthy and Secure Environment	12 417	17 043	15 468	16 523	18 223	15 722		18 486	18 113	19 029
Other objectives										
Economic Development and Job Creation	85	5 676	2 518	3 011	1 021	1 030		68	50	50
Financial Viability and Sustainability	144 165	162 664	180 620	184 772	186 218	199 004		190 568	196 443	208 079
Quality Living Environment	75 755	82 829	94 333	90 800	124 899	89 232		96 262	111 222	114 505
check	**220 005**	**251 169**	**277 471**	**278 583**	**312 138**	**289 265**		**286 897**	**307 715**	**322 633**

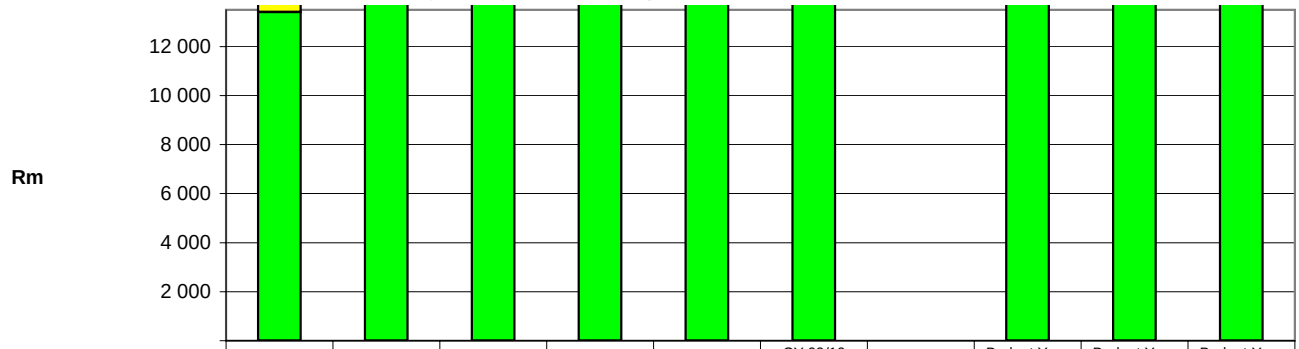
IDP Strategic Objectives - Revenue - Chart A14



	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Quality Living Environment	75 755	82 829	94 333	90 800	124 899	89 232		96 262	111 222	114 505
Financial Viability and Sustainability	144 165	162 664	180 620	184 772	186 218	199 004		190 568	196 443	208 079
Economic Development and Job Creation	85	5 676	2 518	3 011	1 021	1 030		68	50	50
Other objectives										

IDP Strategic Objective - Expenditure									
Sustaining the Natural and Built Environment									
Economic Development and Job Creation	13 403	18 468	22 637	19 222	16 167	14 111	17 621	18 876	19 952
Quality Living Environment	89 351	89 155	106 895	177 387	240 485	161 932	216 791	253 287	262 090
Safe, Healthy and Secure Environment	61 634	73 757	88 298	108 396	116 776	93 075	129 649	126 133	134 323
Empowering our Citizens									
Embracing our Cultural Diversity									
Good Governance	34 084	34 916	37 086	46 724	39 476	30 470	38 439	40 903	42 402
Financial Viability and Sustainability	9 313	11 117	13 051	12 635	15 297	12 334	15 824	16 312	15 480
Operations and Support Services	42 891	82 518	49 771	61 160	64 973	46 433	66 709	67 422	71 686
check	**250 676**	**309 931**	**317 738**	**425 524**	**493 174**	**358 355**	**485 033**	**522 934**	**545 932**

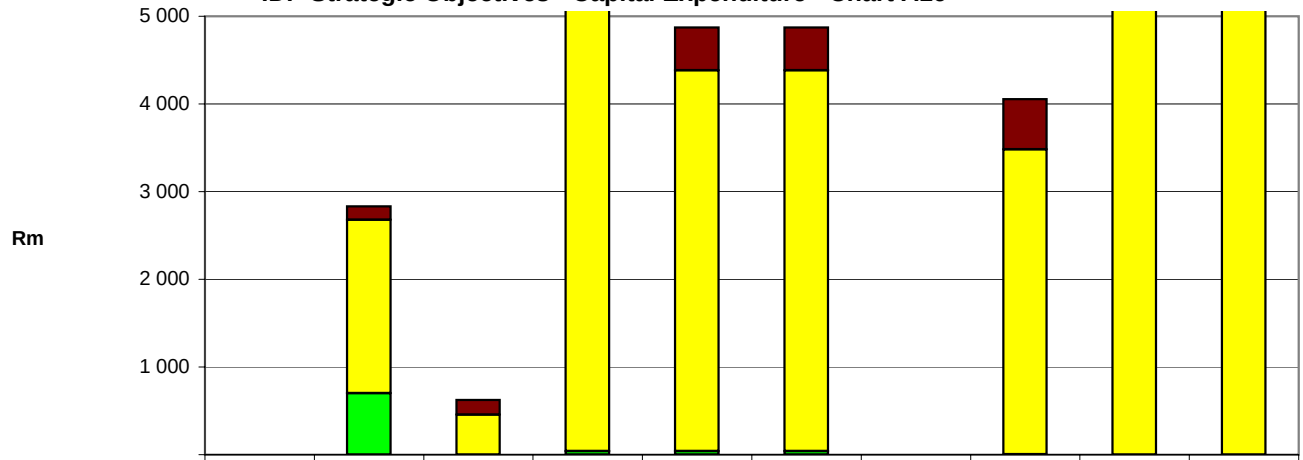
IDP Strategic Objectives - Expenditure - Chart A15



	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Operations and Support Services	42 891	82 518	49 771	61 160	64 973	46 433		66 709	67 422	71 686
Financial Viability and Sustainability	9 313	11 117	13 051	12 635	15 297	12 334		15 824	16 312	15 480
Good Governance	34 084	34 916	37 086	46 724	39 476	30 470		38 439	40 903	42 402
Embracing our Cultural Diversity										
Empowering our Citizens										
Safe, Healthy and Secure Environment	61 634	73 757	88 298	108 396	116 776	93 075		129 649	126 133	134 323
Quality Living Environment	89 351	89 155	106 895	177 387	240 485	161 932		216 791	253 287	262 090
Economic Development and Job Creation	13 403	18 468	22 637	19 222	16 167	14 111		17 621	18 876	19 952
Sustaining the Natural and Built Environment										

IDP Strategic Objective - Capital Expenditure									
Empowering our Citizens									
Sustaining the Natural and Built Environment									
Good Governance	110	42	4	3	3	45	27	28	
Safe, Healthy and Secure Environment	5 253	4 505	2 694	2 647	2 648	5 618	6 046	5 678	
Operations and Support Services	5 813	1 994	3 171	4 269	4 269	5 237	3 368	3 147	
Other objectives									
Financial Viability and Sustainability	700		40	40	40	3			
Economic Development and Job Creation	1 978	457	12 474	4 345	4 345	3 478	22 127	28 961	
Embracing our Cultural Diversity									
Quality Living Environment	156	167	29	489	489	574	411	514	
check	**2 834**	**624**	**12 543**	**4 874**	**4 874**	**4 055**	**22 537**	**29 475**	

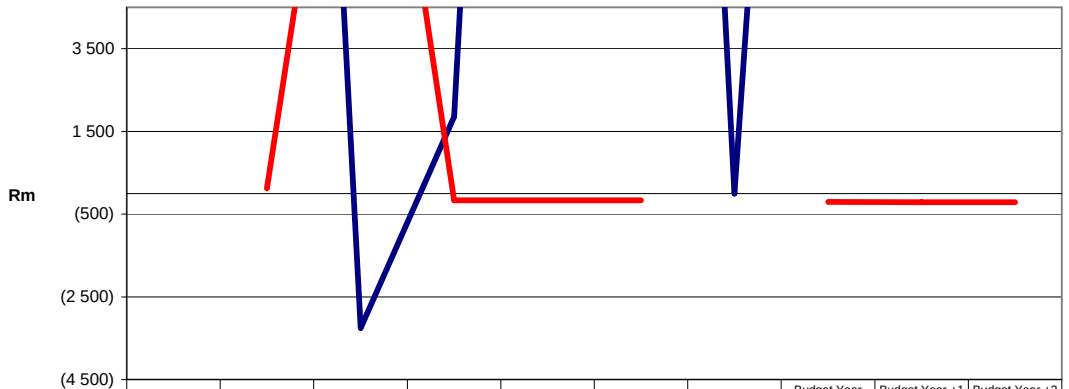
IDP Strategic Objectives - Capital Expenditure - Chart A16



	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Quality Living Environment		156	167	29	489	489		574	411	514
Embracing our Cultural Diversity										
Economic Development and Job Creation		1 978	457	12 474	4 345	4 345		3 478	22 127	28 961
Financial Viability and Sustainability		700		40	40	40		3		
Other objectives										

Cash flow trend	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Cash Flow - Op. Activities		39 587	(3 252)	1 854	43 244	43 244		32 494	14 247	23 599
Cash Flow - Investing (used)		(15 847)	(13 742)	(43 412)	(36 793)	(36 794)		(39 955)	(56 978)	(63 328)
Cash Flow - Financing		123	14 857	(168)	(168)	(168)		(206)	(215)	(214)

IDP Strategic Objectives - Revenue - Chart A14

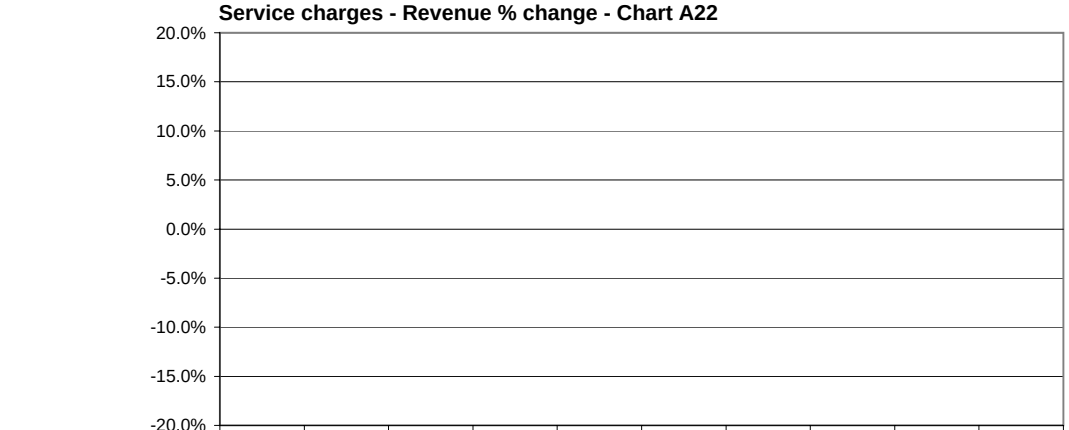


	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
Cash Flow - Op. Activities		39 587	(3 252)	1 854	43 244	43 244		32 494	14 247	23 599
Cash Flow - Investing (used)		(15 847)	(13 742)	(43 412)	(36 793)	(36 794)		(39 955)	(56 978)	(63 328)
Cash Flow - Financing		123	14 857	(168)	(168)	(168)		(206)	(215)	(214)

Increases in service charges

% incr total service charges (incl prop rates)
% incr Property Tax
% incr Service charges - electricity revenue
% incr Service charges - water revenue
% incr Service charges - sanitation revenue
% incr Service charges - refuse
% incr in Service charges - other

Service charges - Revenue % change - Chart A22

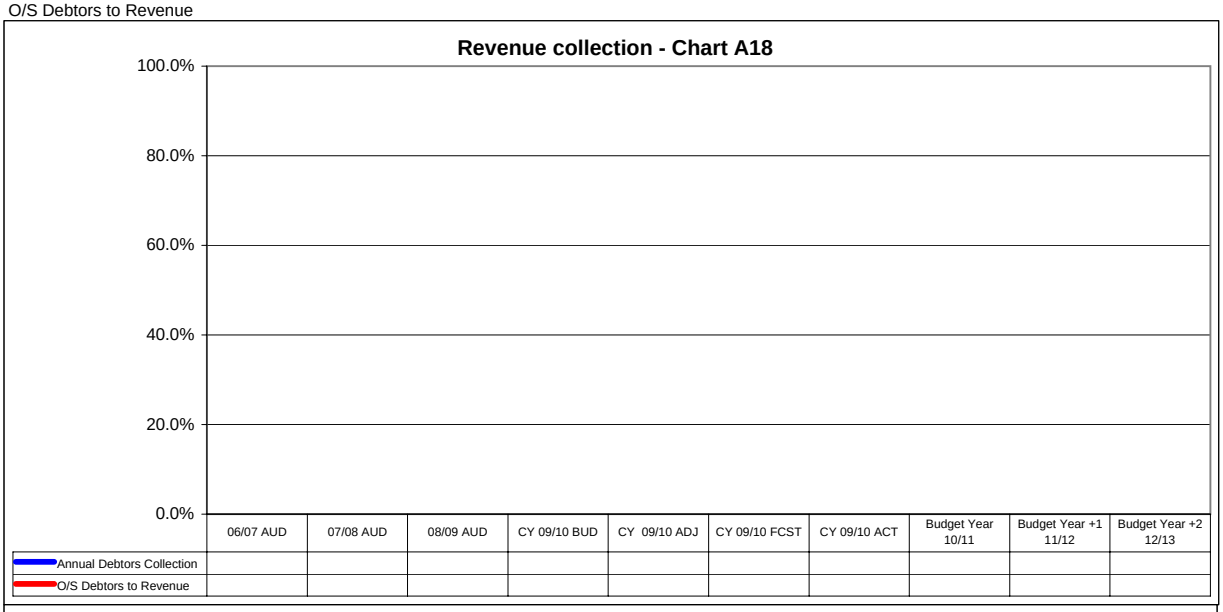


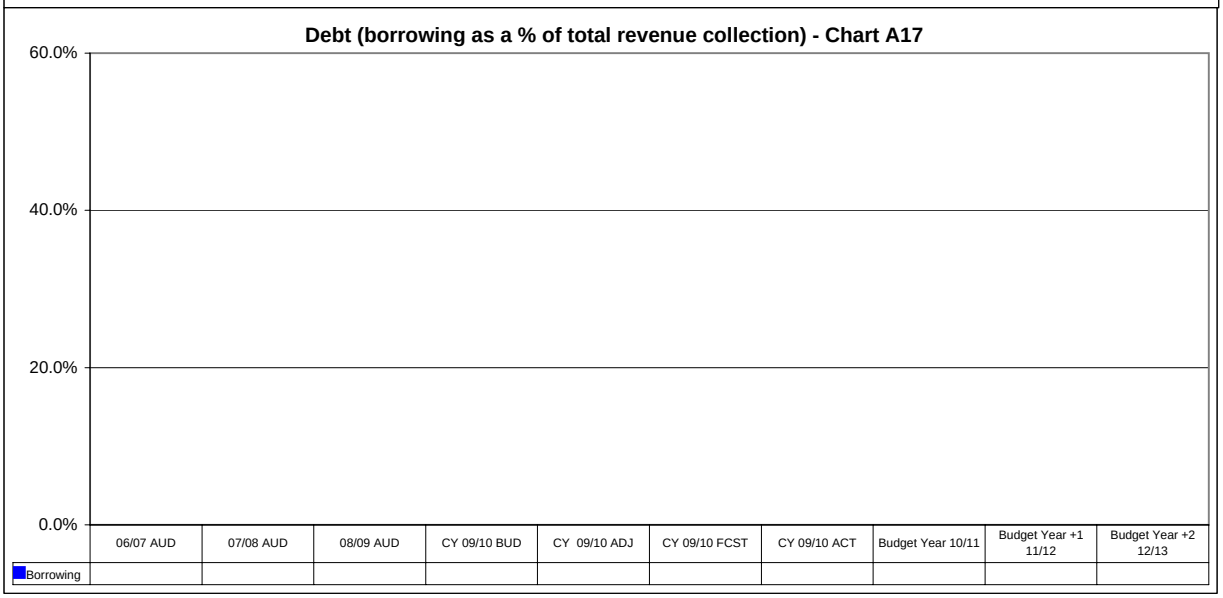
	06/07 AUD	07/08 AUD	08/09 AUD	CY 09/10 BUD	CY 09/10 ADJ	CY 09/10 FCST	CY 09/10 ACT	Budget Year 10/11	Budget Year +1 11/12	Budget Year +2 12/13
% incr total service charges (incl prop rates)										
% incr Property Tax										
% incr Service charges - electricity revenue										
% incr Service charges - water revenue										
% incr Service charges - sanitation revenue										
% incr Service charges - refuse										
% incr in Service charges - other										

Debt

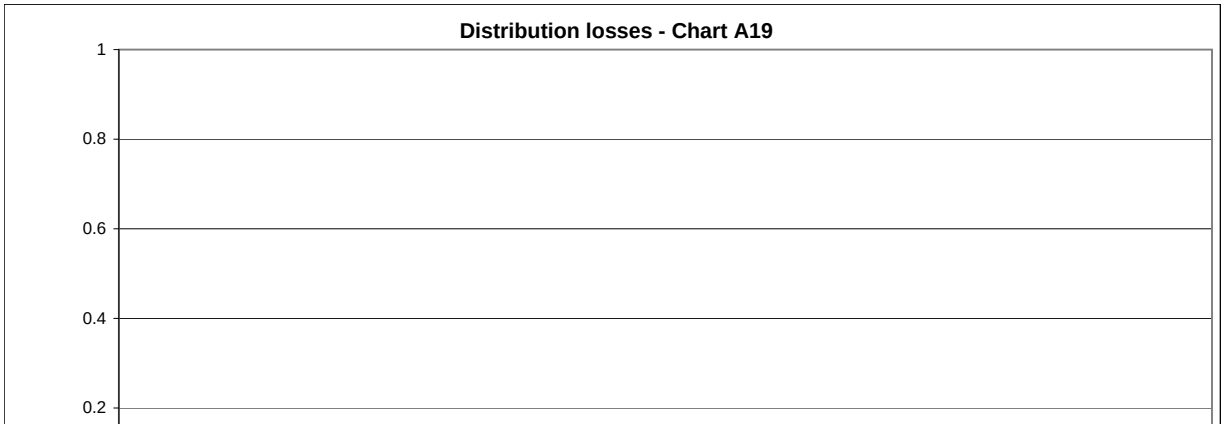
Borrowing

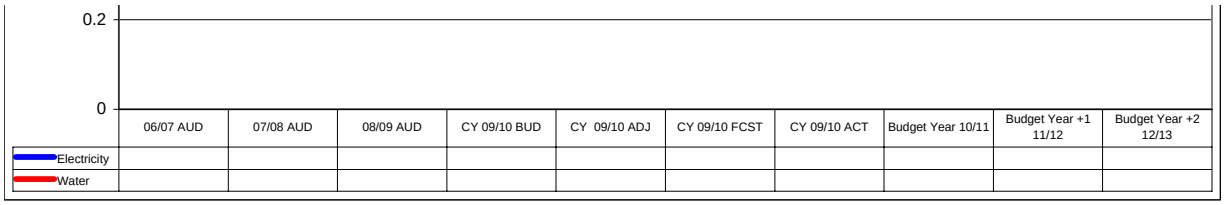
Annual Debtors Collection
O/S Debtors to Revenue



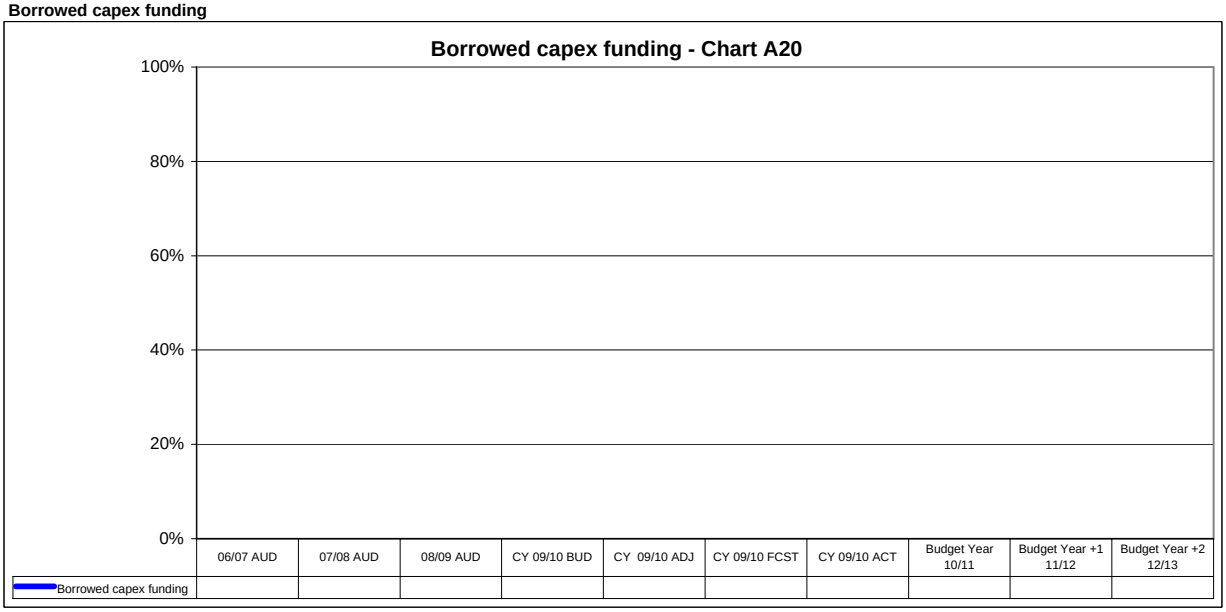


Distribution losses
Electricity
Water





Borrowed capex funding



Expenditure analysis

Employee costs
Remuneration
Repairs & Maintenance
Finance charges & Depreciation

